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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 416
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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5:00 pm Tuesday, January 4, 2005

A portion of this meeting will be in closed session

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of December 17, 2004 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission, that is not on this meeting's agenda.

4. (ACTION) Pursuant to Govt. Code 54957.7, announcement of closed session.
Convene in Closed Session Pursuant to Government Code section 54957 and San Francisco Administrative Code Section 67.10, to consider:

PUBLIC EMPLOYEE APPOINTMENT/HIRING
Interview and possible action to forward nomination(s)
for position of Chief Probation Officer (which is the dept head within the meaning of Charter section 3.501), for appointment by the Mayor

(public comments before going into closed session)

(ACTION) Reconvene in open session, pursuant to SF Admin Code § 67.12, to disclose any action taken, and vote whether to disclose any portion of the discussion held in closed session.
(public comments)

5. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

6. (DISCUSSION) Announcements, requests for future agenda items
(public comments)

7. (ACTION) Adjournment

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MINUTES OF JANUARY 4, 2005 SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall Room 416 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

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1. (ACTION) Roll Call
President Lingad Ricci called the meeting to order at 5:30pm. Comms Hale, Queen, Stiglich were present at the gavel. Comm. Chuck arrived at 5:32pm.

2. (ACTION) Review and approval of December 17, 2004 meeting minutes
The minutes were approved as written.
(public comments)
There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission, that is not on this meeting's agenda.
Mercedes H. Bran raised the issue of irregularities in the Annual Salary Ordinance (ASO, which details the total budgeted positions in the Dept –and City en total). She said that 5 positions added back by the Bd of Supes in July are not reflected in the ASO. Those positions are: Sr Supervising Probation Officer, a counselor, a Sr Counselor, Principal Personnel Analyst, Secretary. She said that if this had been done in July then there shouldn't have been any layoffs of those individuals. Additionally, there are positions that were eliminated last year, which are still reflected in this Dept's budget. She said that having this discrepancy holds up the entire City's ability to offer their "3+3" retirement.
She also reiterated her opinion that whoever the Commission chooses needs to know the City and the needs of the people in those communities impacted and have a rapport with them.
James Amerson (not clearly audible), a 30 yr resident of BVHP spoke in support of L. Holmes for the position of Chief. He reviewed some of the good work Holmes has done for the community and its youth.

4. (ACTION) Pursuant to Govt. Code 54957.7, announcement of closed session.
Convene in Closed Session Pursuant to Government Code section 54957 and San Francisco Administrative Code Section 67.10, to consider:

> PUBLIC EMPLOYEE APPOINTMENT/HIRING
> Interview and possible action to forward nomination(s)
> for position of Chief Probation Officer (which is the dept head within the meaning of Charter section 3.501), for appointment by the Mayor

(public comments before going into closed session)
There were none. The Commission convened in closed session at 5:40pm. Heather Renschler remained in the session.

(ACTION) Reconvene in open session, pursuant to SF Admin Code § 67.12, to disclose any action taken, and vote whether to disclose any portion of the discussion held in closed session.
The Commission reconvened at 8:34pm in open session. Comm Stiglich moved, (seconded) to not disclose any of discussion held in closed session. The motion passed 5-0.

(public comments)
There were none.

5. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission.
There were none.

6. (DISCUSSION) Announcements, requests for future agenda items
The next meeting will be scheduled for Thursday Jan. 13. details will be finalized soon.
Comm. Stiglich suggested having a budget discussion at the next meeting due to the short turn around time for submitting the final Dept budget to the Mayor's office (Feb. 20).
Comm Ricci suggested that individual commissioners could communicate with Ms. Renschler if they wanted to explore other actions that could be taken before the next meeting, in order to enlarge the pool of candidates.
Comm Hale wanted to have the Acting Chief available to clarify what was expected of her in this period.
(public comments)
There were none.

7. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 8:36pm.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 263
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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4:00 pm Thursday, January 13, 2005

A portion of this meeting will be in closed session

01-10-05P02:42 RCVD

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of January 4, 2005 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission, that is not on this meeting's agenda.

4 (DISCUSSION/ACTION) Review Dept's planned FY 2005-6 budget proposal, with possible recommendations for modifications or acceptance.
(public comments)

5 (ACTION) Pursuant to Govt. Code 54957.7, announcement of closed session.
Convene in Closed Session Pursuant to Government Code section 54957 and San Francisco Administrative Code Section 67.10, to consider:

PUBLIC EMPLOYEE APPOINTMENT/HIRING
Interview and possible action to forward nomination(s)
for position of Chief Probation Officer (which is the dept head within the meaning of Charter section 3.501), for appointment by the Mayor

(public comments before going into closed session)

(ACTION) Reconvene in open session, pursuant to SF Admin Code § 67.12, to disclose any action taken, and vote whether to disclose any portion of the discussion held in closed session.
(public comments)

6 ACTION) Pursuant to Govt. Code 54957.7, announcement of closed session.

Convene in Closed Session Pursuant to Government Code section 54957 and San Francisco Administrative Code Section 67.10, to consider:

PUBLIC EMPLOYEE APPOINTMENT/HIRING
Discussion and possible action to forward nomination(s)
for position of Acting Chief Probation Officer for appointment by the Mayor.
The Acting Chief will serve as the department head for the San
Francisco Juvenile Probation Department until the Commission and Mayor act to make a permanent appointment.

(public comments before going into closed session)

(ACTION) Reconvene in open session, pursuant to SF Admin Code § 67.12, to disclose any action taken, and vote whether to disclose any portion of the discussion held in closed session.
(public comments)

7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

8. (DISCUSSION) Announcements, requests for future agenda items (public comments)

7. (ACTION) Adjournment

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MINUTES OF JANUARY 13, 2005 SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall Room 263 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

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1. (ACTION) Roll Call
President Ricci called the meeting to order at 4:30pm. All commissioners were present at the gavel.

2. (ACTION) Review and approval of January 4, 2005 meeting minutes
It was moved and seconded, and approved as written, 5-0.
(public comments)
There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission, that is not on this meeting's agenda.
There were none.

4 (DISCUSSION/ACTION) Review Dept's planned FY 2005-6 budget proposal, with possible recommendations for modifications or acceptance.
There were no Dept representatives present so the item was tabled until the next Commission meeting.
(public comments)
There were none.

5 (ACTION) Pursuant to Govt. Code 54957.7, announcement of closed session.
Convene in Closed Session Pursuant to Government Code section 54957 and San Francisco Administrative Code Section 67.10, to consider:

PUBLIC EMPLOYEE APPOINTMENT/HIRING
Interview and possible action to forward nomination(s)
for position of Chief Probation Officer (which is the dept head within the meaning of Charter section 3.501), for appointment by the Mayor

(public comments before going into closed session)
There were none. The Commission convened in closed session at 4:40pm.

(ACTION) Reconvene in open session, pursuant to SF Admin Code § 67.12, to disclose any action taken, and vote whether to disclose any portion of the discussion held in closed session. The Commission reconvened at 7:24pm Comm. Stiglich moved, 2nd by Comm Chuck, not to disclose any of the discussion held in closed session. Comm Stiglich moved, 2nd by Comm Chuck, to disclose the action taken in closed session. Both motions passed 4-0.
Comm Ricci reported that the Commission has decided to submit 3 names to the Mayor for consideration.
Comm. Queen also stated that he will be drafting a suggested plan for the Mayor to utilize in gathering community input on making a decision on the choice of candidates being submitted.
(public comments)
There were none.

6 ACTION) Pursuant to Govt. Code 54957.7, announcement of closed session. This item was tabled.
Convene in Closed Session Pursuant to Government Code section 54957 and San Francisco Administrative Code Section 67.10, to consider:

PUBLIC EMPLOYEE APPOINTMENT/HIRING
Discussion and possible action to forward nomination(s) for position of Acting Chief Probation Officer for appointment by the Mayor. The Acting Chief will serve as the department head for the San Francisco Juvenile Probation Department until the Commission and Mayor act to make a permanent appointment.
(public comments before going into closed session)

(ACTION) Reconvene in open session, pursuant to SF Admin Code § 67.12, to disclose any action taken, and vote whether to disclose any portion of the discussion held in closed session.
(public comments)

7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.
8. (DISCUSSION) Announcements, requests for future agenda items
(public comments)

9. (ACTION) Adjournment There being no further business, the meeting was adjourned at 7:34pm.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 421
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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4:00 pm Thursday, January 27, 2005

AGENDA

1. (ACTION) Roll Call
2. (ACTION) Review and approval of January 13, 2005 meeting minutes (public comments)
3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission, that is not on this meeting's agenda.
4. (DISCUSSION/ACTION) Review of proposed Dept FY 2005-6 budget, with possibility of modifications. **explanatory document: FY 05-06 budget (public comments)
5. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
6. (DISCUSSION) Announcements, requests for future agenda items (public comments)
7. (ACTION) Adjournment

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MINUTES OF JANUARY 27, 2005 SPECIAL MEETING of the JUVENILE PROBATION COMMISSION held at City Hall Room 421 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call
Comm. Stiglich called the meeting to order at 4:35pm Comms. Chuck, Queen were present at the gavel, Comm. Lingad Ricci was excused.. Comm. Hale arrived at 4:40pm
Due to a lack of quorum initially, the meeting was adjourned to an informational exchange. With the arrival of Comm Hale, the meeting was called to order again at 4:50pm with a quorum.

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2. (ACTION) Review and approval of January 13, 2005 meeting minutes
It was moved, 2nd and adopted as written, 4-0.
(public comments) There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission, that is not on this meeting's agenda.
There were none.

4. (DISCUSSION/ACTION) Review of proposed Dept FY 2005-6 budget, with possibility of modifications.
B. Johnston referred to M. Lui's pass out of where the Dept stands at this moment, facing an anticipated deficit of $553K, if nothing is done.
Comm Stiglich asked about the OT line item. Lui said that the amount "rolled forth" from the last yr's budget was about $650K. the Bd of Supes added 6 positions back into the budget in July and took that amount from the OT budget line. OT was supposed to come down due to increased attention to the WC cases. But this hasn't led to enough savings, so there was the mid year reductions.
Lui said he wasn't going to increase the amount of OT for this year, and the Mayor's office may disagree with it, but they haven't seen his proposal yet.
Lui said that YTD, OT is about 1/3 less than it was this time last year. He guessed that it would be about $400K. He said that if the trend continued, the Dept may not make it under budget but it would be maybe a 20% improvement.
The Mayor's budget analyst said that the directives from the Mayor's office have not been responded to by the Dept.
Comm Queen was concerned that the directives outstanding from last year's budget have not been addressed with the type of aggressiveness or concern that he felt they should have been.
Lui said that many things have been done, giving the example that WC had been upwards of 18 cases over the past 3 yrs, but at the end of Nov. 04 they had only 10 cases. Others have been brought back to limited duty work. Eg. two counselors doing the front desk telephone operator job.
Lui said that the deadline to submit the budget to the Mayor's office is Feb. 18.
Comm Queen asked for more analysis from the Dept on why it proposes what it proposes so he can understand what their perception of reality is.
The discussion regarding LCRS was indecisive due to the ongoing discussions being held by other bodies (the "blue ribbon committee" of the Mayor).
The Budget Analyst said that there are still major structural problems in the Dept, eg. the OT. And even if the Dept meets all the "targets" this will still only be a percentage of the City's overall problem.
Comm Stiglich asked about various items: copy machines/copying cost.
Lui said that they are tracking costs for each individual program or division so they do know what individual division's costs are. Costs are down because they changed vendors.

Lui said that very little money is spent on equipment, the largest category being computers and computer equipment, which only came to about $30K in the last couple of years. In previous years' budgets, the equipment line was unspent, so it was given back in order to help balance the budget. '03-'04 was the first year they purchased computers.
Quest: can LCRS be temporarily closed, people moved back up here. How much can be saved, if any. Comm Queen said that he recalled such an analysis was done before, when the idea of closing LCRS came up. B. Johnston felt that the Dept couldn't do anything while the other bodies were looking into the situation. Comm Stiglich wanted to have an analysis of the costs for that option.
Comm Hale said the courts want to politicize the situation They choose which kids get placed there, and therefore can dictate how Log Cabin operates.
At the curtain level of funding ($1.7mil) it can serve up to 30 youth. B. Johnston calculated that if you had 70 youth there, at an added $1 mil, that would average out per youth, about $40K/yr, which is not an unreasonable cost. (but that would be entirely general fund $ and no reimbursable costs).
Re-classification of counselors could help out with the OT problem.
Is $45K necessary for the fire alarms? Yes. Is $17K for repairs actual? It probably is more than that.
Travel line: POs have to visit their charges where they are placed, monthly. Some reimbursement is available.
Comm Queen asked if the Controller's office could be a part of these discussions. The analyst said possibly for the larger discussion and not the detailed ones. Comm Hale said there should be a meeting with the CBOs to give them a heads up on what's in store.
B. Johnston mentioned Prop 63, (mental health monies) and talk about possibly using one of the units in the new facility as a mental health unit.
(public comments)
there were none.

5. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
D. Sanders spoke about LCRS, and how it isn't supported by the Dept. He mentioned some of the things they were trying to do to get the judges to understand more clearly what is being done at LCRS. He said that there were counties willing to rent bed space at LCRS (San Luis Obispo).
Comm Hale said he was upset that that information did not get back to the Commission.
There was a short discussion about the future of LCRS and how it needs to be clarified in order to get the Dept's budget in order.
Joe Berkowitz (counselor, LCRS) said that there is more programming and structure at LCRS than before, and gave a short description of the student "portfolio" that they are now doing for all youth at LCRS.

6. (DISCUSSION) Announcements, requests for future agenda items
Comm Queen said that he had, at the request of the Commission, come up with recommendations for the community involvement piece for the CPO selection, and asked if the Commission approved, it could be forwarded on to the Mayor. Comm Hale said that it couldn't be done as an action as it is not agendized, but he supported it as a commissioner and asked that it be forwarded without Commission action.
Comm Stiglich offered to have it added to the next agenda, or to forward it. Comm Queen urged it be forwarded on, and not wait for the next meeting.
(public comments)
There were none.
7. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 6:20pm.

NOTICE OF REGULAR MONTHLY MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 406
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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FEB 18 2005

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5:30 pm THURSDAY, FEBRUARY 24, 2005

AGENDA

1. (ACTION) Roll Call
   Introduction of new commissioner.

2. (ACTION) Review and approval of January 27, 2005 meeting minutes
   (public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's Report
   a. Juvenile Hall project update
   b. Juvenile Hall population spike
   c. Juvenile Detention Alternatives Initiative update
   d. Budget update
   (public comments) **explanatory doc: monthly report Nov/Dec. 04, January 05

5. (DISCUSSION) Presentation by Margaret Brodkin, Dir. of Dept. of Children,Youth, and their Families, of the Community Needs Assessment.
   (public comments)

6. (DISCUSSION/ACTION) Review of the proposals from the district based planning consortium, regarding the future of Log Cabin Ranch, with possible action to approve submitting them to the Mayor's blue ribbon committee on Log Cabin Ranch.
   (public comments)

7. (DISCUSSION/ACTION) Recommendation from the Program Committee that the Commission co-host, with district based consortiums, public meetings with the future Chief Probation Officer to review community concerns and needs as they relate to juvenile justice.
   (public comments)

8. (DISCUSSION) Committee Reports
   Program Committee
   (public comments)

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

10. (DISCUSSION) Announcements, requests for future agenda items
    (public comments)

11. (ACTION) Adjournment

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February 18, 2005

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NOTICE OF *SPECIAL* MONTHLY MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 406
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:30 pm THURSDAY, FEBRUARY 24, 2005

NOTE: The Commission normally meets on the 4th Wed. of each month, but for this meeting has delayed it one day.
AGENDA

AGENDA

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1. (ACTION) Roll Call
   Introduction of new commissioner.

2. (ACTION) Review and approval of January 27, 2005 meeting minutes
   (public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's Report
   a. Juvenile Hall project update
   b. Juvenile Hall population spike
   c. Juvenile Detention Alternatives Initiative update
   d. Budget update
   (public comments) **explanatory doc: monthly report Nov/Dec. 04, January 05

5. (DISCUSSION) Presentation by Margaret Brodkin, Dir. of Dept. of Children,Youth, and their Families, of the Community Needs Assessment.
   (public comments)

6. (DISCUSSION/ACTION) Review of the proposals from the district based planning consortium, regarding the future of Log Cabin Ranch, with possible action to approve submitting them to the Mayor's blue ribbon committee on Log Cabin Ranch.
   (public comments)

7. (DISCUSSION/ACTION) Recommendation from the Program Committee that the Commission co-host, with district based consortiums, public meetings with the future Chief Probation Officer to review community concerns and needs as they relate to juvenile justice.
   (public comments)

8. (DISCUSSION) Committee Reports
   Program Committee
   (public comments)

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

10. (DISCUSSION) Announcements, requests for future agenda items
    (public comments)

11. (ACTION) Adjournment

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February 18, 2005

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MINUTES OF SPECIAL FEBRUARY 24, 2005 MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall Room 406 1 Dr. Carlton B Goodlett Place San Francisco, Ca 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call
Comm Queen called the meeting to order at 5:40pm
He then introduced by name two new Commissioners, and welcomed them: James Rodriguez and Hully Fetiçõ, both gave a short introduction to themselves. Rodriquez is a public defender in Alameda County and has worked with youth for 20 yrs. Fetiçõ has a non-profit that works with youth, and operates a health related business.
Comms. Stiglich, Rodriguez, Fetiçõ were present at the gavel. Comms. Lingad Ricci and Chuck were excused. Comm Hale arrived at 6:05pm.

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2. (ACTION) Review and approval of January 27, 2005 meeting minutes
Upon motion, 2nd, the minutes were approved as written.
(public comments)
There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

4. (DISCUSSION) Chief Probation Officer's Report
Bill Johnston introduced the newly appointed Chief, Bill Sifferman. Sifferman informed the Commission that he would be starting in April and looked forward to the challenge of working with the Commission and Mayor's office in building a new era of juvenile probation in San Francisco.
   a. Juvenile Hall project update
   There were technical difficulties which prevented a full presentation by J. Chow Winship, so it was Tabled the AV presentation till the next meeting. Chow Winship briefly noted that the project is about 58% complete. Move in is now expected to be mid Sept (about 3 wks behind schedule). Final work completed in April 2006. Additional funding request is now before the Finance Comm of Bd of Supes. It is a "package" with DPW, $5+ mil, to work on San Bruno jail and the 4th St. bridge. $2.7 mil of that is for the JH project, to cover change orders and project management cost.
   Comm Rodriguez asked how the funding for San Bruno jail impacts the JH project. Chow Winship said that the City was going after some bond funds for the total package. She said she hopes it won't adversely affect this project, even though it has had much publicity surrounding it being over budget.
   b. Juvenile Hall population spike
   B. Johnston passed out a doc regarding the numbers, and said they will be speaking to Supervisor McGoldrick's committee Feb. 28, about it. In reviewing the document, Johnston explained the spikes due to abnormally high arrest rates for certain days. And many charges are for serious offenses. Also there are 14 out of country youth who are in for drug charges (and no way to release them). Ques: is there something being done to address this issue? Johnston said they have a task force, which is trying to look at this, but nothing effective has been found yet. There was only one group home capable of serving monolingual youth, but they are not certified now. Johnston said they welcome anyone wanting to work with the Task Force on this issue.
   c. Juvenile Detention Alternatives Initiative update
   G. Bieringer reported that the Evening Reporting Centers have been operating about 1 yr now, and have been extremely successful. Two other counties (Santa Clara, Santa Cruz) came to see how they work, because they want to introduce it to their operations.
   The Language Access workgroup (SF is the only JDAI site that is addressing this issue). They are doing a "know your rights" project, targeting parents and youth in the system. They will produce the materials in 6 different languages and use young people to directly develop them, rather than

adults, deadline, June.
Focus for the upcoming year will be on: youth with mental health issues, placement issues, 707B trials and detention time, unaccompanied youth (from outside the country), repeaters/multiple failures. Serious analysis of effective community programs for these kids. Casey Foundation will fund one of their technical experts in community programs to come out here and work with the Dept with an analysis.

d. Budget update
Comm Stiglich read a letter from the Budget Office (attached)
listed several requests from Comm Lingad Ricci: that the Dept provide a copy of the Dept's budget as it stands now, that the Dept refrain from any changes or alterations in positions (eg. transfers or promotions) until the budget is finalized, full report on proposed cuts, especially positions being considered for lay off, and to note that the Commission will be holding special meetings to deal with the budget, vis a vis Chief Sifferman's input, and the Mayor's Budget Office. M Lui said they would have to evaluate where they ware with the Mayor's office. They don't know what level of cuts need to be made.
Murlene Randle, Dir MOCJ, re iterated the intent of the letter from the Budget Office, that no decisions and changes be made to the Dept budget until Sifferman has a chance to participate in the process. This does not stop the Commission from having discussions about it, but no changes are to be made to the "baseline" budget (as of 2/22/05) until Sifferman starts.

(public comments)
There were none.

5. (DISCUSSION) Presentation by Margaret Brodkin, Dir. of Dept. of Children,Youth, and their Families, of the Community Needs Assessment.
Brodkin commented that by the City Charter, the Dept of Children Youth and Families has to perform a community needs assessment in preparation for doing their annual Children's Plan, and to present it to various commissions to allow input into their plan. She summarized their findings. Some points: 20% of our youth are in danger. The City is losing families and kids. The level of violence is unprecedented. The City is becoming "hyper segregated". Some of their recommendations: further collaborations between schools and community. Getting private sector to give more internships/jobs. Reform juvenile justice system. Using rec centers being community hubs. Using inter departmental case management. Streamline contract management system. Coordinate cross training. Maximize funding. Wider access to services (via outreach and information).
Quest: what's the best means of getting any Commissioner's comments to the report to her. She said to email her at her city email address.
Quest: what is being done to address needs of undocumented youth? Brodkin admitted there wasn't much in reference to that and that it does need to be done.
(public comments)
Rich Perino, Pres. DPOA, said that after 20 yrs of the advocacy and demands for changes in the juvenile justice system in the City, things aren't so much better, so he looked at these recommendations with some skepticism.
Comm Queen encouraged him to come to the table with a positive outlook, because everyone is hoping for accountability from people, and it's a new day for the Dept.

6. (DISCUSSION/ACTION) Review of the proposals from the district based planning consortium, regarding the future of Log Cabin Ranch, with possible action to approve submitting them to the Mayor's blue ribbon committee on Log Cabin Ranch.
Comm Queen commented that he was concerned about the lack of input from direct service providers in the Blue Ribbon Committee process of discussing what LCRS needs. He also didn't know where the Commission will fit into the recommendations made by the Blue Ribbon Committee to the Mayor (this Friday), given it is the official body in charge of the juvenile probation dept. He said he wanted to make this report (and its concepts) an official part of the Commission's dialog with the Blue Ribbon Committee. He said he wanted to move that this be made a part of the Blue Ribbon Committee's dialog and that the group that produced this report be included in the process of any implementation planning. Comm Hale seconded the motion.

Comm Hale expressed concerns about the Blue Ribbon Committee. He said he hoped they would go out to the communities and engage them. Otherwise he won't be receptive of their recommendations. Comm Rodriguez asked if there have been meetings of district consortiums in other neighborhoods, or will be meetings? Dr Boles says there have been some occurring, and will continue. Comm Rodriguez felt it important that all communities have a chance to give input.
Comm Stiglich asked who was coordinating the whole process. Dr. Boles commented that he didn't think there was one person or group coordinating this. He named several individuals who participated at the Jan. 8 mtg.
Comm Stiglich reviewed that there have been many bodies and processes that have looked into LCRS, but did not feel that any of them were exclusive of each other. She felt that everyone was generally on the same page, and wanted it to all work together and not at odds with each other.
Comm Queen re-stated the motion, that the Commission endorse this report as a part of the discussion of the Blue Ribbon Committee, and that the district based planning consortium be a part of the planning and implementation of whatever comes out of that process.
Comm Stiglich felt the Commission wasn't in a position to give directives to the Committee about who to put at the table.
Comm Hale said until the laws are changed, the Commission is the body that makes policy that guides LCRS.
Comm Rodriguez agreed that it could be no more than recommendation, unless we have jurisdiction over the Blue Ribbon Committee.
Comm Queen said that it was important to endorse this, so that the Blue Ribbon Committee knows the Commission is on the side of having community participation in the process.
Comm Hale proposed this language:
It is the policy of this Dept that district based planning be the process in which we engage our communities in developing policies for the Dept. And this Commission will give great weight to recommendations that come through a district based planning process, as representative in the document before us, in our deliberations in setting policy for Log Cabin Ranch.
Comm Stiglich added an amendment: that this include any district based organization other than just this particular consortium. Comm Rodriguez seconded this.
The question was called and upon roll call vote, the motion carried 4-1, with Comm Stiglich voting nay.
(public comments)
There were none.

7. (DISCUSSION/ACTION) Recommendation from the Program Committee that the Commission co-host, with district based consortiums, public meetings with the future Chief Probation Officer to review community concerns and needs as they relate to juvenile justice.
Comm Queen said he was requesting this action so that the Commission can be more pro active in getting a dialog going between the Chief, Dept, and the various communities impacted by the, and that he had mentioned this to B. Sifferman, and he was agreeable to it. Comm Hale 2nd.
Comm Stiglich said that we need to assure that other neighborhoods, not necessarily most affected, are brought into the discussion also. Comm Rodriguez said he was surprised that the Commission didn't go out to the community often, as he had experienced when he was part of the OCC.
There was an acknowledgement of the Sunshine rules on meetings.
These public meetings, as stated in this item, would come under Sunshine.
The question was called and upon roll call vote, the motion carried, 5-0.
(public comments)
There were none.

8. (DISCUSSION) Committee Reports
Program Committee
Comm. Queen stated that the gist of that meeting was presented in items #6 and #7.
(public comments)
There weren't any.

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Rich Perino, Pres. DPOA, spoke in opposition to the recommendations made in the DCYF report on community needs.
Comm Stiglich said that neither POs nor CBOs are mutually exclusive of, nor adversarial to each other and both are needed partners in the role of rehabilitating our youth. She acknowledged the role of the PO as a peace officer, and appreciated that. She just hoped that everyone would be able to work together in this new positive day.
Comm Queen asked everyone to try and "move the agenda".

10. (DISCUSSION) Announcements, requests for future agenda items
Comm Hale asked to discuss a policy placing a moratorium on making CYA dispositions, other than for 707 offenses.
(public comments)
there were none.
11. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 7:45pm

NOTICE OF REGULAR MONTHLY MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 263
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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5:30 pm WEDNESDAY, MARCH 23, 2005

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of February 24, 2005 meeting minutes
   (public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's Report
   a. Juvenile Hall project update (Winship reporting)
   b. Status of Log Cabin Ranch operations (Sanders reporting)
   c. Juvenile Detention Alternatives Initiative update (Bieringer reporting)
   d. Budget update
   e. Worker's Comp status (Klinghorn reporting)

   (public comments) **explanatory doc: monthly report February 05

6. (DISCUSSION/ACTION) Election of Commission Officers
   (public comments)

7. (DISCUSSION/ACTION) Policy for the Dept to place a moratorium on CYA commitments for any offense other than 707 (Hale)
   (public comments)

8. (DISCUSSION) Committee Reports
   Program Committee (Queen)
   Juvenile Justice Coordinating Council (Stiglich)
   Discussion of protocols and procedures for the Commission (Ricci)
   (public comments)

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

10. (DISCUSSION) Announcements, requests for future agenda items
    (public comments)

11. (ACTION) Adjournment

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March 16, 2005

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5:30 pm WEDNESDAY, MARCH 23, 2005

AMENDED AGENDA (03-17-05)

1. (ACTION) Roll Call

2. (ACTION) Review and approval of February 24, 2005 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's Report
   a. Juvenile Hall project update (Winship reporting)
   b. Status of Log Cabin Ranch operations (Sanders reporting)
   c. Juvenile Detention Alternatives Initiative update (Bieringer reporting)
   d. Budget update
   e. Worker's Comp status (Klinghorn reporting)

   (public comments) **explanatory doc: monthly report February 05

6. (DISCUSSION/ACTION) Policy for the Dept to place a moratorium on CYA commitments for any offense other than 707 (Hale)
(public comments)

7. (DISCUSSION) Committee Reports
   Program Committee (Queen)
   Juvenile Justice Coordinating Council (Stiglich)
   Discussion of protocols and procedures for the Commission (Ricci)
(public comments)

8. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

9. (DISCUSSION) Announcements, requests for future agenda items
(public comments)

10. (ACTION) Adjournment

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held at City Hall Room 406 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call
Comm Queen convened the meeting at 5:35pm. Comms Chuck, Fetiçõ, Hale, Lingad Ricci, Queen, Rodriguez were present at the gavel. Comm Stiglich was excused.

2. (ACTION) Review and approval of February 24, 2005 meeting minutes
Upon motion by Comm Fetiçõ, seconded by Comm Rodriguez, the minutes were approved as written.
(public comments)
There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

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4. (DISCUSSION) Chief Probation Officer's Report
   a. Juvenile Hall project update (Winship reporting)
   There was no report. No AV support in the room.
   b. Status of Log Cabin Ranch operations (Sanders reporting)
   D. Sanders reported that the population is now at 18, and next week 3 others are being assigned. The BOC is doing a pre inspection right now. Two issues he is concerned with is the grievance process, and the 15 min. count in the dorm. They need to put it on a certain document that BOC wants. The BOC will issue their report Mar. 30.
   The SFUSD has reduced the teaching staff at LCRS to 2 teachers. Additionally, those youth at LCRS who have graduated from high school cannot be co mingled in the same classrooms with those youth who have not yet graduated.
   He said he was looking around to see if there were online college correspondence courses that he could use for those HS grads. He will be meeting with someone at College of San Mateo to talk about this.
   3 students at LCRS have completed HS program. Asked if Sanders had contacted CCSF about online coursework, he said he had not.
   Comm Hale asked Sanders to talk to Dr. Frank Tom at the SFUSD. Comm Queen mentioned Lois Brooks of the SFUSD and a Micky Dentine. Ask them to facilitate a solution.
   LCRS has 8 counselors there, 4 stationed at JH. The increase in population has brought on a change in ages also. There are more older, "sophisticated" youth (up to 18 yrs) there, and they are repeated placement failures. They have witnessed more than 200 violent acts. They have observed an avg of 5.4 deaths. There seems to be more exhibition of "gang" related language and behavior. Sanders said he talked to some Pos in Juvenile Hall and they will come out to LCRS to give some training to the counselors. This change is a return to the types of youth LCRS used to get: older, multiple placement failure, repeat offenders. So now there are two pretty distinct populations with different needs.
   Ques: have CBOs been called upon to help in training regarding gangs and anger management?
   No. Brothers Against Guns could be utilized.\

Comm Hale said this sounded like a "set up" .. that the courts are now going to send down the most troubled youth, and "invite" their escaping (LCRS is not secured placement). The Ranch can serve those youth, but it needs to be planned. The recent talks have not been along those lines, but more about serving younger youth, with less problems.
Hale said he suspects this is just to "show" that LCRS needs to be contracted out, and he totally opposed that.
The older youth have been assigned within the last month.
Comm Hale wanted to see the admission dates.
Comm Fetiçõ asked for a list showing the residents' profiles (including offenses), and any assessments done on them.
B. Johnston mentioned that there is a relationship between older youth who fail OHP, and are not going to CYA, to be put at LCRS. Past a certain age, there is no financial support for them in group homes. They are repeated failures in that, leaving only one option –other than release back into the community—and that is LCRS.
Comm Queen asked Bill and D. Sanders to come to the program comm. To explain their thoughts on what adjustments they will make to accommodate these developments.

c. Juvenile Detention Alternatives Initiative update (Bieringer reporting)
G. Bieringer was not available, but the JDAI newsletter was given as the update.

d. Budget update
M Lui repeated that at the last Commission meeting it was announced that budget planning would be held off until the new Chief came aboard. He said that in talking to Sifferman, he learned that the Dept budget submission deadline is May 1. The baseline budget that went to the Mayor's Budget office was off balance by about $500K. This will have to be immediately attended to when Sifferman starts. He has asked the staff to come up with some potential solutions. Ques: would this be available for review on April 4? Lui: don't know.
Comm Queen reminded Lui that when they prepare their plan and document, to be as clear as possible on what they are proposing and why they are proposing it vs. other options they considered.

e. Worker's Comp status (Klinghorne reporting)
Sam Kinghorne was introduced as the Manager of Personnel, and he self identified as the Human Resource Manager. He said he was hired as the Workers Comp Manager. Currently there are 11 WC cases, vs. 17 last yr. (he stated something about 3 cases drawing 40-50… ambiguous statement). At the current pace he estimated a savings of $300K. They project Juvenile Hall OT to be reduced by $500K.
(He said his focus on WC is to have an efficient program, do right by the employees, but have a program that serves our purpose and reduce our costs.) He said they're on track.
He handed out a document prepared by the City's Workers Comp task force.
Ques. How much of the savings mentioned will be factored into the Dept's budget deficit? Lui answered that those figures were stated for the current year. They are working with the Mayor's Budget Office to try and carry them forward into the new budget. He said if we lower the WC budget line, and end up overspending, it would be marked as a deficit forcing another mid year reduction plan.
Ques: what are the costs we're talking about? Lui: the costs only relate to the medical costs and salary replacement costs. If under labor code 4850 peace officers receive full salary for a year, but now after one year, they receive their salaries under SDI. The amount is about $1.5 mil. This year. DHR workers comp task force is estimating $1.6 mil next year.
Comm Fetiçõ asked if they could give him an idea of the types of injuries that are being charged and how they occur. He was concerned about the preventive training, or the physical condition of staff, which may allow for more injury. Kinghorne said that they need to do a study of the classification to consider physical fitness requirements.
What they're doing now: they have clear policy and procedures for filing WC cases. They

are initiating an early return to work program. Kinghorne said it was difficult to estimate how long people will be out on WC. There's a pattern of doctors they go to, and attorneys that represent them. The new WC laws will help in this situation.
Comm Queen asked him to prepare a brief report explaining more clearly what some of the interventions were that they applied to the situation to bring it to the current status.
(public comments)
there were none.

5. (DISCUSSION/ACTION) Policy for the Dept to place a moratorium on CYA commitments for any offense other than 707.
Comm Hale asked for a recommendation from the Dept for a moratorium on commitments of any youth for less than 707 cases, and even then on non violent 707 cases (on a case by case basis). He said that there was a recent referral of a youth who did not have any significant cause for being sent to CYA, but was ordered by the court anyhow.
Comm Fetiçõ asked if there were things that could be done earlier in the process, before youth end up at the doors of YGC. He sees so many CBOs getting money to serve, but how has that helped our youth. Comm Hale said that YA is rarely a viable alternative for young people. It is a last resort. There are certain offenses and certain young people who need such significant resources that often times, YA for that type of youngster is the only option. Barring that, there is no justification for commitment to YA.
Comm Queen suggested moving this discussion to when the new Chief comes on. He agreed with Comm Feticõ's concerns about CBOs and their effectiveness, which is why he has promoted the whole principle of community based planning, so that those most effective resources can be enlisted in the service plans.
Comm Hale said that we need to help train CBOs to do the work.
Comm Fetiçõ mentioned that every city department has funds for training, but it needs to be coordinated to effect some
It was agreed to put the item on the next agenda for discussion with the new Chief. Comm Rodriguez asked if a profile of CYA commitments could be put together for Commissioners to see.
Bill Johnston briefly gave a thumbnail picture of those who have been committed. The vast majority were for violent felony charges. 2 that were not for violent offenses, had repeated offenses. The most recent referral of a young, non-violent offender, that was committed to CYA was due to the court over ruling the Dept's recommendations to refer to LCRS, and instead ordered him to CYA.
Bill Johnston commended Liz Jackson-Simpson, Mark Lui, Sam Kinghorne, Donald Sanders, Jose Perla, Dennis Doyle, Tim Diestal, Nancy Yalon, the Deputy City Attorney for all their effort during this transition period.
Comm Queen commended Bill for his work during this "in between" period also.
(public comments)
Carol Chodraff of the Public Defender's office, represents youth in the CYA. She talked about one individual who has suffered violent attacks at CYA (a photo was passed around showing how he had been slashed by another youth) and whose pleas and complaints have been ignored. She urged the Commission to take action to stop commitments to YA. Ques: what is the DA's opinion about this? They fight hard to get them sent to CYA and fight as hard against bringing them back.
Rich Perino, DPOA, spoke against taking the option away from the Dept. He said that without the Youth Authority, there wouldn't be much chance at turning LCRS around. When you start sending youth who are more appropriate for CYA, to LCRS, that's when things will go bad at LCRS.
He said that compared to other counties in Ca, the ratio of felony referrals vs. CYA commitments, for SF, is the lowest.
Comm Fetiçõ asked if Perino could write up his recommendations for what to do, if we don't have CYA, and give it to the commission.

6. (DISCUSSION) Committee Reports
Program Committee
Comm Queen summarized the meeting topics, centering on the decision to hold meetings in

various communities, with district based consortiums, and the new Chief, and suggested possibly to do the first one in district 10.
He asked Liz Jackson-Simpson to give a summary of the work being done on CBO contracts (via the Juvenile Justice Coordinating Council process and the Dept's own funding cycles). She also mentioned the work continuing with PrIDE, where they are cutting it down to 2 forms from the 6 developed initially. The Dept will be using the same contract management system that DCYF is using, and modifying it for our needs.
Comm Hale stated that he heard rumors the DCYF was looking to take over the Dept's community programs division. L. Jackson-Simpson said she heard the same thing.
Comm Queen commended Comm Fetiçõ and Comm Rodriguez for their energy and attention in getting familiar with the Dept (visiting with JH and speaking with staff) and said that he was particularly pleased that Comm Rodriguez suggested having meetings between the Commission and staff.
Juvenile Justice Coordinating Council
Comm Stiglich was excused from the meeting so there was no update.
Discussion of protocols and procedures for the Commission
Comm Lingad Ricci was excused from the meeting due to illness. This will be discussed at another meeting, but Comm Queen stated that it related to an incident regarding the JJCC, where an action he had gotten passed in the working group was overturned in the steering committee. There also were outstanding questions about how the MOCJ works in relation to the Commission and generally how the Commission should be proceeding internally and in its external relationships with govt. bodies. With all the changes on the landscape, getting clear protocols will only help resolve potential problems.
(public comments)
There were none.

7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

8. (DISCUSSION) Announcements, requests for future agenda items
Comm Hale said that Comm Lingad Ricci had asked for special meetings to deal with the budget and the election of officers for the Commission. After a discussion it was decided to have the meetings on April 11, and 18, at 5:30pm.
Comm Hale commented that 3 of the youth he works with succeeded qualifying for the state championships for young bowlers. Comm Fetiçõ said that 7 of the young people in the 7 Teepees program made it into college, and the program was helping pay for their first year. Comm Chuck mentioned a young man, Armond Hervey, who was associated with Brothers Against Guns, who was murdered recently, and asked that the meeting be adjourned in his memory.
(public comments)

9. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 7:35pm in memory of
Armond Hervey
And all young men lost to street violence.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 406
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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5:30 pm Monday, April 11, 2005

AGENDA

1. (ACTION) Roll Call

2. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission, that is not on this meeting's agenda.

3. (DISCUSSION/ACTION) Review of proposed Dept FY '05-'06 budget, with possibility of modifications. **explanatory document: FY 05-06 budget
(public comments)

4. (ACTION) Election of Commission Officers
(public comments)

5. (DISCUSSION/ACTION) Probation Officers' safety issues; court reporting and protocols for recommendations for disposition. (Stiglich)
(public comments)

6. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

7. (ACTION) Adjournment

** Explanatory documents: Hard copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, may be obtained from the Probation Commission office by April 8. Please call the office to make arrangements. (Some documents may be accessible electronically on the Commission webpage under agendas)

April 6, 2005

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SF Docs

This message was sent with High importance

From: Don Chan [Don.Chan@SFGOV.ORG] **Sent:** Mon 4/11/2005 4:02 PM

To: Allison Magee; abojorquez@instituto-sf-ca.org; bbicknell@cccyo.org; bgee@huckleberryyouth.org; Becca George; bfisher@huckleberryyouth.org; Board.of.Supervisors@SFGOV.ORG; carmen.chu@SFGOV.ORG; carols@sfsu.edu; Colleen Montoya; PerryC@insurance.ca.gov; dgallagher@cccyo.org; david.mauroff@SFGOV.ORG; david.onek@SFGOV.ORG; dcoleman@huckleberryyouth.org; dmcneal@youthchance.org; erozell@youthchance.org; fiona.chan@mingpaosf.com; gbieringer@sftc.org; SF Docs; Greg Mendiola; Ida Miranda; jduggan@earthlink.net; jean.amabile@SFGOV.ORG; jfithia@muse.sfusd.edu; jclum3@aol.com; john.radogno@SFGOV.ORG; John.Knox@SFGOV.ORG; ldill@colemanadvocates.org; lmiles@muse.sfusd.edu; great2468@aol.com; marymcallister@sprintmail.com; mkemper@cccyo.org; marynella.woods@SFGOV.ORG; Kpstrategy@aol.com; Murlene Randle; nancy@lfagroup.com; nlee@colemanadvocates.org; khalif_4@pacbell.net; Ruby Tourk; srichard@sfbag.org; stolliver@youthchance.org; peercourtsf@yahoo.com; Ayoka.Turner@SFGOV.ORG; ginas@sfsu.edu; ymac@colemanadvocates.org; heidi.isaac@SFGOV.ORG; frondlialewis@comcast.net; csquan@sbcglobal.net; Elisabeth Stover; baycitynews@pacbell.net

Cc:

Subject: tonight's commission meeting postponed

Attachments:

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Friends,

tonight's Juvenile Probation Commission has been postponed.. the re
scheduled date and time will be posted soon.

sorry for any inconvenience this may cause

NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 406
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:00 pm Monday. April 18, 2005

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AGENDA

1. (ACTION) Roll Call
2. (ACTION) Review and approval of April 11, 2005 meeting minutes (public comments)
3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission, that is not on this meeting's agenda.
4. (DISCUSSION/ACTION) Review of proposed Dept FY 2005-6 budget, with possibility of modifications and approval. **explanatory document: FY 05-06 budget (public comments)
5. (DISCUSSION/ACTION) Probation Officers' safety issues; court reporting and protocols for recommendations for disposition. (Stiglich) (public comments)
6. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
7. (ACTION) Adjournment

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MINUTES OF APRIL 18, 2005 SPECIAL MEETING of the JUVENILE PROBATION COMMISSION held at City Hall Room 406 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call
In the absence of President Lingad Ricci, and Comm Queen, Comm Stiglich called the meeting to order at 5:34pm. Comms. Rodriguez, Chuck and Fetiçõ were present at the gavel. Comm Hale was absent.

2. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission, that is not on this meeting's agenda.
There were none.

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3. (DISCUSSION/ACTION) Review of proposed Dept FY 2005-6 budget, with possibility of modifications and approval.
Comm Stiglich read a statement prepared by Comm Lingad Ricci regarding this agenda item. (linked at end of minutes).
Mark Lui reported that Chief Siffermann has been working with the Mayor's office to reach the $680K reduction target for the budget. With some technical adjustments, the target now remains at $567K reduction. The Dept did not have any specific suggestions, recommendations for the Commission to consider at this meeting. Chief Siffermann said that he was going to have another meeting later this week with the Mayor's Budget Office and the Controller, to get the perspective and framework that he was led to believe when he was appointed that he would be in a position to gather the resources that he'd been offered by the Mayor's office to help the Dept in the development of the budget. Specifically to look at avenues that might provide us with the opportunity to move off of the number that preceded his appointment, of where we needed to get to in the Dept as far as cutting the budget. Before we get to an area where we identify specific targeted areas that may include reductions in contractual amounts, a reduction in staff, and other reductions, that could very well impact the services we provide.
He referred to a letter from the Mayor's Budget office that offered the Dept more time in preparing their budget. He said that by the next commission meeting, he would provide a framework that would allow the commission to examine and propose other potential solutions to what the Dept would offer to continue providing services.
Comm Chuck asked Mark Lui to help him identify the budget items that refer to the revenues for Log Cabin Ranch. Lui responded to that (index codes: 125008, and 120067)
Comm Rodriguez asked what the technical adjustments Lui referred to were, that led to the reduced target amount. Lui said it was from re inclusion of staff not retiring.
Comm Chuck expressed concern over the timeline of the process to reach a final budget.
Chief Siffermann said he is waiting to see how serious the Mayor's office is with respect to the budget cuts that have been essentially earmarked, identified or laid out for the Dept prior to his arrival.
He said he believes there can be some movement of that figure. He hopes he can gather some 'equity' that accompanied his appointment to do this.
Comm Stiglich asked Lui how OT/WC was going? Lui said that last Thursday they met with the Budget/Finance committee of the Board of Supes, and asked for a release of their reserves (about $2.4 million). Because the Dept has done well in the WC/OT cost areas, the reserve was released. The WC trend has shown a decrease, from 18 cases to 10 active cases. Actual savings is about $250-$300k. OT is less than $500k this year.
(public comments)
There were none.

4. (DISCUSSION/ACTION) Probation Officers' safety issues; court reporting and protocols for recommendations for disposition.
Comm Stiglich said she asked for this item, after speaking with many POs. Her understanding is that POs do not have safety vests and/or vests' condition is not meeting standards (active 'shelf

life'). Chief Siffermann was not aware of the practice currently in the Dept, but was approached by the DPOA for a meeting to discuss safety concerns, including the possibility of arming POs in the field. PO safety is a big concern for him, and he is looking at equipping them with two-way radios with direct line to the police, while in the field.
Have there been incidents of violence against POs? this needs to be established.
Comm Stiglich said that it is the general sense that being in the field is dangerous and POs are hesitant to go into certain neighborhoods or situations without any form of protection.
Comm Rodriguez commented that how the POs present themselves would greatly determine what responses they receive.
The discussion touched on various issues of rapport between youth, the probation officers, the families, and CBOs, to make POs work less felt like enforcement and compliance than support and guidance.
Comm Fetiçõ suggested that staff on modified work duty could be utilized, and this was followed up on by Chief Siffermann, who gave the example of using them to do reminders for youth to appear at their hearings (and thus reduce the number of warrants resulting from no-shows).
Comm Stiglich asked about the protocols in place regarding filing of court reports on probationers. She understood that CBOs often directly file with the courts, reports on how probationers are doing, without referring to the case carrying PO and allowing the PO to submit a comprehensive report that incorporates the CBO's report.
B. Johnston said he didn't think there was a written policy on that protocol. Comm Stiglich asked if POs have any participation in the CBOs provision of services to the youth? No.
Comm Fetiçõ said that in his own experience with his non-profit, he's never seen one PO inquire about a youth in his program.
Comm Stiglich commented that this is a serious and important issue. She felt that POs have not been given their rightful due, vis-à-vis the courts and community, and this may be leading to the morale situation within the Dept.
She is concerned with the flow or lack thereof, of information regarding available services, to the POs so they can take advantage of them.
Comm Fetiçõ mentioned an example of information that POs do not get regarding their charges, where an incident log book in Juvenile Hall is not reviewed so that POs know how their charge is acting in Juvenile Hall, and can take that into account in their report to the courts.
Chief Siffermann said that under utilization of resources is unforgivable. They are looking at ways to improve accountability, customer service, and re-craft the mission statement. This will include POs in the conversation.
(public comments)
There were none.

5. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Chief Siffermann mentioned that City Youth Now (formerly the YGC Auxiliary) suggested a possible fundraising event, upon the opening of the new juvenile hall; paying to stay overnight at the new hall. It could also be used to build community support and awareness of the new facility.

6. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 6:30pm

(Attachment) Comm Lingad Ricci's statement

Statement from Comm Lingad Ricci 4-18-05

I apologize for not being able to be at tonight's meeting. Due to the serious health problem of a relative I had to fly out to Denver, at the last moment, but I would like the Commission to consider the following in tonight's budget deliberations.

We face difficult fiscal times, with reduced revenue streams in the next few years. Given this, we need to be realistic in what we can do with those limited funds. This isn't to say we sacrifice the future for more immediate short term relief. We need to keep an eye and mind on where we are going, but we need also to prioritize our activities to directly meet the immediate needs of the Dept. and our service population.

Given this shrinking resource pool, we need to look at all aspects of our operations so that money allocated is spent for the most effective and necessary services, in keeping with the mission of our Dept. And also, that those services are not done in a mediocre way, but maximize the results for those dollars.

Therefore, I hope you will consider all areas where there can be consolidation of services, where there may be duplication, low productivity, waste, inefficiency, and make the necessary cuts, re allocations, improvements to practices and procedures within the Dept, so that we get the biggest bang for the buck.

For instance, since there will be the realignment of community based services, and a closer working relationship between our Dept and DCYF, do we need such an expensive evaluation tool as PrIDE? Given the nature of the services of Huckleberry Youth Services, should it be supported by other depts such as DCYF, DHS, and not entirely buy our Dept? Should specific services such as the Chaplaincy be kept to that objective and not inflated to do other social services that are offered by other CBOs?

I don't mean to imply that these are the only programs that should be questioned. But they illustrate part of what needs to be done so that we can move forward and do the best that we can with the little that we have. Remember, we still have two large issues in the Dept that will be ongoing challenges for us, Log Cabin Ranch and the Juvenile Hall replacement.

Thank you and have a productive meeting.

Jacquie

NOTICE OF REGULAR MONTHLY MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 40 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

5:30 PM, WEDNESDAY, APRIL 27, 2005

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Agenda

1. (ACTION) Roll Call
2. (ACTION) Review and approval of March 23, April 18, 2005 meetings minutes
   (public comments)
3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
4. (DISCUSSION) Chief Probation Officer's Report
   a. Juvenile Hall project update (Winship reporting)
   B. Juvenile Detention Alternatives Initiative update (Bieringer reporting)

   (public comments) **explanatory doc: monthly report March 05
5. (DISCUSSION/ACTION) Review Dept FY 05-06 budget, with possible modifications and approval.
   (public comments)
6. (DISCUSSION/ACTION) Consider adopting a policy for the Dept to place a moratorium on CYA commitments for any offense other than 707 (violent felonies).
   (public comments)
7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
8. (DISCUSSION) Announcements, requests for future agenda items
   (public comments)
9. (ACTION) Adjournment

** Explanatory documents: Hard copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, may be obtained from the Probation Commission office by April 25. Please call the office to make arrangements. (Some documents may be accessible electronically on the Commission webpage under agendas)

April 20, 2005

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MINUTES OF APRIL 27, 2005 REGULAR MEETING of the JUVENILE PROBATION COMMISSION
eld at City Hall Room 400 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call
Comm. Lingad Ricci called the meeting to order at 5:45pm. Comms. Queen, Fetico and Hale were present at the gavel. Comm Chuck arrived at 5:50pm

2. (ACTION) Review and approval of March 23, April 18, 2005 meetings minutes
Action on the minutes was tabled until the next meeting.
(public comments)
There were none.

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3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

4. (DISCUSSION) Chief Probation Officer's Report
a. Juvenile Hall project update
Joanne Chow Winship reported that the project is about 64% complete. There are added costs of about $4mil from the original $36mil estimated cost. There was a concern that no kitchen was included in the final plan, but due to costs and lack of funding, this was left out in the scale back. This does not violate any BOC regulations. Currently there is still a waiver of BOC standards, effective during the construction of the new facility, and during a recent BOC inspection, there wasn't any note of deficiencies due to the kitchen. There is room behind the gym,if in the future funds are available, to include a kitchen and storage. There was a question about the hiring practice of the contractor, and a request was made for a breakdown of the workforce. J. Winship said that the project is under the authority of the DPW so the approval of cost overage was in their hands. The projected opening of the hall is in late this year, with the outside areas completed by end of May 2006.
Winship also mentioned a transfer of property from the City/County to the Superior Court (this space is where the W buildings are located). This was done in late fall of last year to early this year. The commission expressed surprise and agitation that such activities that clearly impact the operation of this Dept are carried out by the Mayor's office without consultation with the Commission. He asked for a full clarification of this (with documentation) and asked for it to be put on the next Commission meeting agenda for full discussion.
b. Juvenile Detention Alternatives Initiative update
G. Bieringer reported that he would be attending the semi annual Annie Casey conference in Baltimore next week where they will be talking about organizational leadership, disproportionate minority confinement, and conditions of confinement. He'll report back on what was discussed. He referred to a handout which broke down the demographics of types of charges for detainees and said they will be assessing the potential alternatives available, to determine options for a set of graduated sanctions.
Comm Hale raised a question about the process of decision making within the JJCC, referring to an incident wherein an action recommended by one Juvenile Probation Commissioner and passed in the workgroup was overturned in the steering committee, with the participation and agreement of the Juvenile Probation Commission's representative. Comm Chuck felt this misrepresented the Commission, and sent conflicting messages to the JJCC about the Commission's position.
Comm Queen recounted the issue raised by Comm Hale and said that he wanted to put it on the record that the Commission should present only one position once it has taken a stand and not leave it up to individual commissioners to publicly disagree or contradict positions previously taken. He also asked to clarify the roles of the JJCC, JDAI, vis-à-vis the role of the Commission in guiding the Dept.
Comm Ricci said she read Comm Queen's email regarding this incident, but did not respond for fear of violating Sunshine or the Brown Act that governs correspondence to all commissioners, and actions taken outside of a meeting, but she is concerned and has asked the Commission Secretary to provide her with copies of the Commission proceedings where the topic of district based planning was taken up. She will review this and respond at a future meeting.
Comm Queen asked, on another note, if attention can be paid to the roles and qualifications of judges on the juvenile bench, as that is a very important point of decision making in the process. He asked if we could get backgrounds on their qualifications. He also wanted to have a breakdown of distribution of monies in the various districts of the city to see how resources are being allocated.

Comm Chuck asked if there was anything on the budget that was going to be discussed tonight. He was referred to the letter from the Mayor's Finance office that said the Dept was getting an extension to submitting the budget, so nothing was to be done tonight.
Comm Queen reiterated the need for the Dept to give clear explanations of why it reached certain decisions in the budget, with named options considered but not taken. Comm Hale expressed a concern for how the budget was being attended to, without the Commission being in the loop, or the Dept for that matter.
Comm Ricci commented that while this unusual, there is still time for the Commission to do its due diligence when it is finally given the proposed budget.
Comm Fetico was puzzled by the Chief's priorities, attending these other meetings, when the budget was still not complete. He reminded the commission that the Chief said at the April 18 meeting that he was going to be meeting with the Mayor's Budget office Thursday that week, and that he would have a framework from which the Commission could review and propose options at this meeting. But there are no documents available at this meeting.
Comm Ricci asked that the commission be patient and wait to see what it is presented when the Chief returns. She suggested setting the next meeting for May 9 to discuss the budget.
(public comments)
There were none.

5. (DISCUSSION/ACTION) Review Dept FY 05-06 budget, with possible modifications and approval.
This discussion was tabled for the May 9 meeting,
(public comments)
There were none.

6. (DISCUSSION/ACTION) Consider adopting a policy for the Dept to place a moratorium on CYA commitments for any offense other than 707 (violent felonies).
Comm Hale referred to a letter from Chief Siffermann that asked the Commission to allow him to come up with a Dept policy, which would be satisfactory to them. Comm Hale said he was willing to let the Chief do this, and asked that this item be removed from the agenda for now.
(public comments)
There were none.

7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

8. (DISCUSSION) Announcements, requests for future agenda items
Comm Chuck expressed concern that the election of officers has not been held. Com Ricci reviewed that there has been many factors that led her to postpone the elections, not the least of which has been getting a time when all commissioners would be in attendance, and having other items that were pressing (eg. budget). She will be scheduling this in the most expeditious way possible.
Comm Hale mentioned the youth bowlers he was working with, qualifying for a state championship.
Comm Ricci asked Comm Hale to head up a planning committee to set the Commission retreat. She also confirmed that she would like to set May 9 as the next meeting of the Commission to discuss and act on the budget.
Comm Queen thanked the Commission for their expression of sympathy in the recent passing of his mother.
Comm Chuck asked that tonight's meeting be adjourned in honor and memory of his mother. This passed unanimously.
(public comments)
There were none.

9. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 7:42pm,

In honor and memory of

Elizabeth H. Queen

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 406
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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5:30 pm Monday, May 9, 2005

AGENDA

1. (ACTION) Roll Call
2. (ACTION) Review and approval of April 18, and 27, 2005 meeting minutes.
   (public comments)
3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission, that is not on this meeting's agenda.
4. (DISCUSSION/ACTION) Review of proposed Dept FY '05-'06 budget, with possibility of modifications. **explanatory document: FY 05-06 budget
   (public comments)
5. (DISCUSSION) The Commission's position on district based planning and its actions in regards to recommendations from the Juvenile Justice Coordinating Council. (Ricci)
   (public comments)
6. (ACTION) Election of Commission Officers
   (public comments)
7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
8. (ACTION) Adjournment

** Explanatory documents: Hard copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, may be obtained from the Probation Commission office by April 8. Please call the office to make arrangements. (Some documents may be accessible electronically on the Commission webpage under agendas) May 5, 2005

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MINUTES OF MAY 9, 2005 SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall Room 406 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call
President Ricci called the meeting to order at 5:40pm. All commissioners were present at the gavel, except for Comm Hale, who arrived at 5:45pm

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2. (ACTION) Review and approval of April 18, and 27, 2005 meeting minutes.
The minutes of both 4/18 and 4/27 were approved as written.
(public comments) There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission, that is not on this meeting's agenda.
There were none.

4. (DISCUSSION/ACTION) Review of proposed Dept FY '05-'06 budget, with possibility of modifications.
Chief Siffermann said that his vision for the new Dept, included a change in orientation and behavior to emphasize quality accountable service, and rehabilitation. He will be seeking to restore levels of supervision in the dept and with outside groups so that accountability is assured. For details of how the budget will address these things, he deferred to Mark Lui to explain.
Lui referred to the one page summary. The first line, which named technical adjustments, he said were very technical and doubted the commission would understand what they were. He said he wasn't sure he understood it.
He mentioned that the Dept did not have to reduce the budget –midyear—as all other depts were asked to do. We only had to balance our budget.
In the new budget (the one page summary) they are asking to add one counselor position at LCRS, while cutting 4 positions.. currently they have 15 counselors on payroll but are only budgeted for 10.
Comm Hale opposed any lay offs.
The budget submission deadline is May 18.
Comm Hale said that "the Mayor's budget folks have got to be losing their minds… "
Comm. Fetiçõ commented that he was insulted that the Dept only gave a single page summary for the commission to consider in making decision about the budget. He began to ask about the Executive Secretary position requested. Chief Siffermann said that was to expand the use of the secretary to provide supervision to the support staff. Comm. Fetiçõ raised the question of why supervision of admin staff in YGC was not provided by the Director of Finance and Administration? He understood that the salary to that position was raised $10K a couple years back because they said it was responsible for supervising staff.
Question raised was, is it legal to have an executive secretary that serves less than the Dept head (a lesser position eg. Asst. CPO). A dept head can hire a confidential secretary outside of, exempt from, the civil service process (testing). This issue needs to be cleared up.
Comm Stiglich returned to the issue of LCRS counselors. She stood her position that it is wasteful to keep LCRS open for only 15 kids. She said she would support the Chief in such tough decisions.
Chief Siffermann said that it was tough but it appears that some sort of lay offs would be necessary.
Comm Hale said there is a group wanting to privatize LCRS, working on the "blue ribbon committee."
Comm Stiglich asked if there were any analysis about the savings from shutting down LCRS. M. Lui said 2 yrs ago, the initial savings was about $1 million.
Chief Siffermann said that we are mixing the population at LCRS and are not doing justice to either types. He said that as for counselors, he'd like to see them play the roles of re entry facilitators for youth back to their communities.
Comm. Fetiçõ said that the Director of LCRS needs to take the lead on making LCRS work. He further asked who was responsible for making the program there only 7 months, which he was opposed to.
Donald Sanders said the last chief decided to cut it to 7 mons. He said it was not appropriately cut to 7 mons. He said it was recommended by the Ad Hoc Committee to return to the longer stay, but he didn't know what happened to that.
Comm. Fetiçõ asked who's responsibility was it to make that decision. Sanders said it was the Commission's.
Chief Siffermann said that he wasn't aware of the length of time youth were committed to LCRS, but will take a

look at that and if he had the authority, he would act on it.
Comm Hale commented that they had looked at the types of reimbursable activities so they could increase revenues. He referred to a certain job title (but couldn't remember the exact name). This needs to be re visited.
Comm Stiglich said it would be hard pressed to find a court that would commit a youth for 18 mons. The best possible term might be 12 mon.
Comm Queen said it was concluded in the Ad Hoc committee work that Title IV-e needed to be explored as a funding stream, and also the claim that bed rental could generate revenues. He asked D. Sanders what happened to his report that there were interested counties.
Sanders was not clear in his response, but said he didn't want to say anything until he got to know the chief better.
Comm Queen reiterated that he was concerned about the discussions that had been had, tentative conclusions reached, about Title IV-e, about the length of time for the program at LCRS, and about the bed rental possibilities. And why these hadn't gotten much attention since. Especially when it was reported that there was interest in renting beds from us.
D. Sanders said he submitted that report to Gwen Tucker and it sits on her desk. Comm Queen noted that it was now on Chief Siffermann's desk. Siffermann said this was the first he had heard of that, but said that he will look into it. He said that he hadn't seen any data on outcome measures for youth leaving LCRS.
Comm Hale restated his support of the PrIDE program.
Chief Siffermann said that this was discussed with Liz Jackson-Simpson and the Admin felt that they had adequate information from the last large PriDE report from which to digest and draw ideas for future steps, so rather than put more into developing another large report, when data from the last has yet to be used to its max, would not be effective use of funds.
Comm Queen used this as an example of why he asked the Dept for a written explanation to why any decision was made. The one page summary doesn't give that level of clarity so anyone can understand why. He asked for the kind of explanation such as was given in answering the question about the PrIDE contract, for all decisions.
M. Lui said the total of those revised reductions is $764K, leaving the dept short $90K. So, even if all the other things on the page were accepted, they would still be short. They are coming to the Commission for leadership and guidance to give them some ideas for where they can cut.
Lui went to the second half of that one sheet summary and described each item.

1) changing the job title from Asst. Chief Probation Officer to Deputy Director 4, increasing the cost approx. $44K.
2) hire 1823, replace one that left. This was important for coordinating the girls services program. It is vacant in the current budget and they want to fund it for the next year.
3) re install 3 /sr. supervising POs .
4) add an exec. Secretary 3 . he said the dept had 2 of them, and during the mid year lay offs, one of those positions was deleted. The incumbent was to be laid off. But due to some technical issues about how this occurred, they were not able to do that, so now there are two exec secretaries working, but we're only budgeted for one. Adding this back into the budget will then match the number of employees we have.

Comm Fetiçõ questioned why another position was needed to manage employees, when the Manager of Finance and Admin should be responsible for managing staff in the Admin building.
Lui replied that the dept lost many management staff so management staff have less time to devote to managing clerical staff. They manage professional staff. Approx. 50% of the clerical staff has been lost. They are talking about a clerical pool now and you need a coordinated approach to managing that pool.
Comm Queen asked if it was possible to just ask existing staff to assume those responsibilities of supervision.
Lui said you'd have to add another position, or substitute an existing position, and if you did ('tx'd') you'd have to have a candidate with the new qualifications, if you wanted to bump somebody up. There'd be no guarantee that the one you wanted to bump up would qualify and get the job.
Comm Hale asked the Chief to look at this position to see if it fits the efficiency for the new operations.
Chief Siffermann said he hoped to be able to create systems that would reward and encourage staff with opportunities for professional advancement. There was a discussion regarding other efficiencies, such as possibly using elderly or other volunteers to help staff the front counter. Or pay CBOs who work with clients that could be given some $ for training to staff the front.
(public comments)
James Bryant, SEIU 790, said that the commission/dept were in violation of their labor contract.
He spoke in opposition to the stand of closing LCRS.

Comm Queen asked Bryant how long it will take for the union to have that discussion with the dept before they can come back to the Commission to give their input. He encouraged everyone to let go of their emotions and be clear about how we can all work together to get the budget where we want it.
Bryant said they were set to meet with the Chief on the 17th.

5. (DISCUSSION) The Commission's position on district based planning and its actions in regards to recommendations from the Juvenile Justice Coordinating Council.
Comm Queen reviewed that he had been asked to be the representative to the JJCC, and during one meeting he had introduced the statement of utilizing district based planning, which was adopted by the workgroup. At a subsequent JJCC meeting (the steering committee) this statement was removed from the list of principles adopted, and that action was supported by the JPC representative (Comm Stiglich). His concern about this were unresponded to by anyone, so he wanted to clarify how such things would be dealt with in the future, to avoid confusion.
Comm Ricci said that while she would have been the JPC rep on the JJCC, she wanted to give other commissioners the chance to participate, so asked Comm Queen to represent the commission. She wanted others to get this experience also so she did appoint another commissioner to rotate on. She sent an email memo about this. As to not responding to Comm Queen's queries, she said that upon advice of the City Attorney, she should not, in order to avoid violating open meeting rules. Also, she was out of the country on personal family matters so communication was not easy.
There was disagreement about whether clear communication was given about the appointment of Comm Stiglich to the JJCC, or whether effective and appropriate means of inquiring into this and resolving the question were used. Both Comms Ricci and Queen had different views about what had occurred and why.
Comm Stiglich was troubled that this issue was brought up at a meeting she was not present at. She said she is very open and willing to deal with such questions face to face. She felt this problem is more a matter of misunderstanding of what happened at the JJCC steering committee mtg. She said she has not misrepresented the commission, nor spoken against the policy of district based planning (as adopted by the commission). It was not her that brought up the issue at the meeting, nor her that questioned the appropriateness of the statement in the document. While she agreed with the opinion of the others who did raise it, she did make an effort to amend the document to include the principle (district based planning) somewhere else in it. So other language was included (eg. working with commissioners, faith based, community orgs.) while remaining true to the spirit of what the JJCC was.
David Onek, Mayor's Office of Criminal Justice, recapped the history of this issue, pointing out that the original approval of the statement submitted by Comm Queen occurred in violation of the protocols set up by the JJCC, but got carried to the steering committee despite this. At the steering committee meeting in question, Gary Bieringer questioned why it was in the document, and why not statements from other commissions or groups. Why only the JPC's statement.
Comm Hale commented that the JPD should take the lead in this process as it is the only body held responsible for the direction of juvenile justice policy in the county (he said legislatively it is recognized as the lead).
Comm Queen reiterated his concern for the role of the commission vis a vis the JJCC and being the policy maker for the Probation Dept.
There were disagreements over whether the workgroup fully understood and supported the statement presented by Comm Queen or just went along with him. Comm Queen felt that those chairing the JJCC should have acted to endorse the statements and input of the commission (as the primary policy directors in the City), in this case where the statement was very positive. He asked that this question be addressed in the commission retreat so a clear protocol can be set up.
Onek commented that his role and that of Liz Jackson-Simpson was of facilitator and not advocate of one side over another. Comm Queen said there needs to be a clear understanding of what the roles of others are when the commission makes policy and how they will respond to it (whether in the JJCC, JDAI, etc.) We need to be speaking with a single voice.
Comm Stiglich reiterated her offense to the statements in the minutes saying she misrepresented the commission and spoke against a policy adopted by the commission. She said she hadn't and reiterated what transpired. Comm Hale continued to say she had, by not opposing removal of the statement.
Onek also said it was not a rejection of the principle.
Comm Stiglich said, it was not a rejection of the concept or principle, just an opinion that it did not belong in that spot in the document, but was incorporated elsewhere. Comm Ricci said that it behooves the commission to have full reports from commissioners who attend meetings on behalf of the commission, so that all commissioners know what is transpiring in those efforts.
(public comments)

Murlene Randle, MOCJ Director, commented about individual commissioners representing the commission. She was confused about what the commission had wanted, when the selection process for the new chief was going on. She was given the understanding from Comm Queen that the African American Relations Board would pick the people the Mayor would ask for public input, and that he further gave her a list of people that she was only to speak to about this. She said this was represented as the Commission's position. She said that Comm Ricci did not corrobate this, so it was further confusing when she was questioned by Comm Queen why she hadn't used those listed names. She said the Commission needed to follow a clear policy on its external communications.

Comm Queen took exception to that impression of his message to Randle. The submission of the list was approved by the Commission, and it was not an exclusive list of African American orgs, but a cross section of CBOs from various communities.

Comm Ricci said that while she did ask Comm Queen for a copy of the communication he was giving to MOCJ, she never received one.

Comm Stiglich said there appears to be a great amount of suspicion all around, from the Mayor's office, to the Commission. There needs to be better communication all around.

Comm Stiglich repeated that she felt the way it was brought up was not in the best form, that she should have been there to receive the questions directly, which she would have gladly done.

There was an outstanding difference of opinions as to the nature of the list given M. Randle, whether it was meant as an "exclusive" list. Comm Hale repeated that this list was the result of the Commission asking Comm Queen to come up with a suggested process.

Comm Queen strenuously objected to that characterization, and felt M. Randle was being disingenuous about wanting wide community input, when originally he (Comm Queen) was told by her and Steve Kawa to back off of the request to have community input into the selection process, because of "confidentiality" issues. He said that when he brought this up with the Commission, it was agreed that he could come up with a list to give to the Mayor, of community based orgs that he could involve in the community process. And at a previous meeting where M. Randle said this list could not be an exclusive list, he of course agreed. Comm Queen further said that subsequently, M Randle came to a meeting of the African American police relations board, with minister Christopher Mohamed and Dr. Amos Brown, where they expressed their desire to have the African American community represented in this process.

M. Randle said she did go to that meeting, and they agreed to give input. She was surprised when Comm Queen said to her the list was supposed to be the exclusive list.

Comm Hale emphasized why it was important to keep the concept of community based planning on the forefront.

At this point, Comm Ricci closed the discussion as it was reaching far from the agenda item. She just reminded everyone that when external communications are made from the Commission, that copies should be given to the President and Secretary, so that clear records are kept.

Public Comments: James Bryant, SEIU 790, suggested such a discussion should be done in private.

Denise Coleman, clarified the process of the JJCC, and said that most of the people in the workgroup were unfamiliar with the concept he presented, and justifiably voted against it. She felt that the final vote that approved it, was more because they were influenced by the Commissioner, rather than because they fully understood and supported it.

Amin Abu al Amin, African American Police Relations Bd, felt that Comm Queen was being besmirched by the allegations of the nature of that list. He suggested that the list be produced to see if recollections are accurate.

George Smith, Ella Hill Hutch also felt Comm Queen was being attacked. He expressed gratitude for Comm Queen's work with his community.

Comm Chuck asked for a point of order and opinion from the attending City Attorney. M. Baumgartner spoke off mike and was not clearly picked up.

Comm. Fetigō responding to George Smith's comments were that it is their primary responsibility to work with the youth. G. Smith said that he would take that back and work harder on his end, but encouraged the Commission to open up ways for youth to access them to participate more in public government.

Comm Chuck expressed concern for the polarization on the board. He said there needs to be consensus.

Comm Stiglich, as a final comment on the list, said her recollection was that it was permitted to go forward not as an exclusive list, just advisory, to the Mayor.

Comm Ricci, on the leadership question, said that when she took on the role of the President, there were many people clamoring for changes that were long needed. She said it was not a question of the leadership but the question of individual acts of individuals on the commission, some who may not have wanted those changes, and had their own agendas. She has always been focused on what changes were needed in the Dept to better serve the youth, and wanted people to treat each other with mutual respect in carrying out the common work.

6. (ACTION) Election of Commission Officers
Comm. Fetiçõ asked about the commission's practice of having officers serve two terms for consistency's sake.
Comm Hale reviewed that it was a practice begun before he came on the commission, but he endorsed it because it made sense, having had two terms as president, himself, and others after him also having this opportunity.
Nominations were taken for the office of President. Comm Chuck nominated Comm Hale.
Comm Ricci asked M. Baumgarten if there needed to be any changes made to the commission rules in order to continue with the process. A short discussion ensued, off mike, and then nominations continued. Comm. Fetiçõ nominated Comm Ricci. Comm Rodriguez nominated Comm Queen.
Comm Stiglich asked, in light of what Comm Hale had said about two terms, what is the intent of nominating others. There was a short discussion regarding how many terms Comm Ricci had already served, but there was no confirmation reached.
Comm Chuck asked the commission to agree on a process.
Comm Hale withdrew his name from the pool.
Comm Stiglich felt that continuity was important, especially now, in a transitioning dept. Retaining the leadership on the commission now is important.
Comm Hale advocated for a leadership reflecting the racial/ethnic background of the kids in the Dept.
Comm. Fetiçõ expressed his feeling that such an outlook is narrower than what the commission needs to be. He said we need to look beyond merely race or gender, and serve everyone equally well.
Comm Rodriguez said it was a matter of fact that African American and Latino youth are heavily represented in the system. He said that he has listened to the community in considering the election, and he was very impressed with the comments regarding Comm Queen.
Comm Ricci withdrew her name from the pool, citing demands of developing her new non profit organization. She thanked the commission for their support of her.
The nominations were closed and upon roll call vote, Comm Queen was elected, 4-3; Comms. Fetiçõ, Stiglich, Ricci voting nay.
Nominations were taken for the office of Vice President.
Comm Chuck nominated Comm Rodriguez. Comm Ricci nominated Comm Stiglich. Comm Rodriguez nominated Comm Hale. He declined.
Nominations were closed and upon roll call vote, Comm Rodriguez was elected, 4-3, Comms. Ricci, Fetiçõ, Stiglich voting nay.
Comm Hale commented that the biggest issue is the role that the Mayor's office has played with various commissioners, and hopes that we can move forward from this.
M. Randle said that the Mayor has every right to talk to each commissioner, but did not do that. She said that she expected the commission to serve him proudly.
Comm Rodriguez and Comm Rodriguez had to be excused from the rest of the meeting.
(public comments)
Nora Rios Reddick, Exec. Director, Horizons Unlimited of SF, spoke in support of Comm Queen's nomination.
James Bryant, SEIU 790, expressed frustration by the discussion.

7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

8. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 10:05pm

NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 263
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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5:00 pm Tuesday, May 17, 2005

AGENDA

1. (ACTION) Roll Call
2. (ACTION) Review and approval of May 9, 2005 meeting minutes.
   (public comments)
3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission, that is not on this meeting's agenda.
4. (DISCUSSION/ACTION) Continued review of proposed Dept FY '05-'06 budget, with possibility of modifications. **explanatory document: FY 05-06 budget
   (public comments)
5. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
6. (ACTION) Adjournment

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May 12, 2005

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MINUTES OF Tuesday, May 17, 2005 SPECIAL MEETING of the JUVENILE PROBATION COMMISSION held at City Hall Room 263 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call
President Queen called the meeting to order at 5:21pm. Comms. Fetiçõ, Rodriguez, Stiglich were present at the gavel. Comm Hale arrived 5:51pm Comms. Chuck and Ricci were excused.

2. (ACTION) Review and approval of May 9, 2005 meeting minutes. No action was taken on the minutes, they were not ready. Tabled until the next meeting.
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission, that is not on this meeting's agenda. There were none.

4. (DISCUSSION/ACTION) Continued review of proposed Dept FY '05-'06 budget, with possibility of modifications
Chief Siffermann prefaced M. Lui's recap of the budget by saying that he will be trying to 're engineer' the operations of the dept to bring out the message that the dept is about rehabilitation, 2nd chances, accountability. He wants to enhance performance by enhancing evaluations of performance to allow for correction and direction. He wants to develop advancement opportunities in the dept.
He is proposing no cuts in CBO contracts, while he uses this year to review each one for effectiveness and continued relevance.
Changes since Monday the 9th.
They increased their estimated title IV-e $400K, by hiring additional supervising POs and line POs. they have increased budgeted JH OT by $41K.
They are deleting an accounting service work order of $52K; they were going to borrow a half time accountant from the controller's office to replace the one in the Dept that retired a couple years ago. They will not do this now.
There were other increases in amounts, totaling $968K. that puts the dept $921K over the target, but the Mayor's budget office has said it will try to allow the dept to waive having to do those reductions.
Comm Rodriguez noted that this revised document does not contain the layoffs that were in the May 9 document. Lui thanked the Mayor's office for allowing this.
Comm Rodriguez moved, seconded by Comm Stiglich. The question was called and upon roll call vote, the motion carried, 4-0.
(public comments)
Alfredo Bojorquez, Co-chair of the juvenile justice providers association, thanked the commission on their quick action on the budget. He said they support the Chief in his efforts, and invited all interested parties to attend their monthly meetings (next on May 26, 11am-12pm at the Precita Ctr).
He stated that as providers they are still concerned for the tentativeness of annual contracts vs multiple year contracts, for continuity and stability.
Roberto Vargas, RAP Collaborative, supported this budget and thanked the Chief and Commission for no cuts.
M. Lui added that there has been an increase of $300K for facilities maintenance ($85K to replace YGC's elevator), $120K to fix the roadway at LCRS, and $100K for general maintenance at YGC.

5. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Comm Stiglich wished the Chief good luck in applying this budget to the new year. Comm Rodriguez also thanked the Chief for keeping the CBOs at their current levels.
Alfredo Bojorquez, exec comm. Member of JDAI, and also committee member in language access/cultural competency, DMC, alerted the Chief that they have recommendations coming out of those committees and would be sitting with the Chief to discuss the best way to move toward implementation of the recommendations.
Joanna Hernandez, Mission Neighborhood Centers, invited the commission to come see their operations for themselves.
Comm Queen thanked the Chief for his work on getting the budget we needed. He was also reminded that the new word will be accountability, all around, so that we could provide the best possible services and have the best possible resources in the communities.

6. (ACTION) Adjournment There being no further business, the meeting was adjourned at 5:52pm

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 400
1 Dr. Carlton B Goodlett Place
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5:30 pm Wednesday, May 25, 2005

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of May 9 and 17, 2005 meeting minutes.
(public comments)

3. (Commendation) Presentation of Recognition for Comm Ricci. (Queen)

3. (DISCUSSION) Chief Probation Officer's report:
   - summary of the Chief's first month's activities
   - major items on the CPO's 'To Do List'
   - report on JDAI (Bieringer)

(public comments)

Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission, that is not on this meeting's agenda.

4. (DISCUSSION/ACTION) Proclamation acknowledging May as Emancipated Youth month.
(public comments)

5. (DISCUSSION/ACTION) City Youth Now's proposal to hold an event at the new Juvenile Hall facility.
(public comments)

6. (DISCUSSION) Naming opportunity for the new Juvenile Hall facility. (Queen)
(public comments)

7. (DISCUSSION/ACTION) a discussion of the 2005 Civil Grand Jury Report on the Juvenile Probation Dept.
(public comments)

8. (DISCUSSION) Committee reports, other reports
   - President's comments
   - Retreat planning

(public comments)

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

10. (ACTION) Adjournment

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May 20, 2005

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 400
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:30 pm Wednesday, May 25, 2005

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AGENDA

1. (ACTION) Roll Call
2. (ACTION) Review and approval of May 9 and 17, 2005 meeting minutes.
   (public comments)
3. (DISCUSSION) Presentation of Recognition for Comm Ricci. (Queen)
   (public comments)
4. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
5. (DISCUSSION) Chief Probation Officer's report:
   - summary of the Chief's first month's activities
   - major items on the CPO's 'To Do List'
   - report on JDAI (Bieringer)

   (public comments)
6. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission, that is not on this meeting's agenda.
7. (DISCUSSION/ACTION) Proclamation acknowledging May as Emancipated Youth month.
   (public comments)
8. (DISCUSSION/ACTION) City Youth Now's proposal to hold an event at the new Juvenile Hall facility.
   (public comments)
9. (DISCUSSION) Naming opportunity for the new Juvenile Hall facility. (Queen)
   (public comments)
10. (DISCUSSION/ACTION) a discussion of the 2005 Civil Grand Jury Report on the Juvenile Probation Dept.
    (public comments)
11. (DISCUSSION) Committee reports, other reports
    - President's comments
    - Retreat planning

    (public comments)
12. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
13. (ACTION) Adjournment

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May 20, 2005

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MINUTES OF MAY 25, 2005 REGULAR MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall Room 400 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

1. (ACTION) Roll Call
   President Queen called the meeting to order at 5:35pm. Comms Stiglich, Rodriguez, Ricci, and Fetico were present at the gavel. Comm. Hale arrived at 5:55pm Comm Chuck was excused.

2. (ACTION) Review and approval of May 9 and 17, 2005 meeting minutes.
   Comm Rodriguez moved to approve them as written, 2nd by Comm Ricci. Upon voice vote, they were approved.
   (public comments)
   there was none.

3. (DISCUSSION) Presentation of Recognition for Comm Ricci.
   Comm Queen commented that being the President of the Commission is not an easy task, and Comm Lingad Ricci has done an excellent job, so it was fitting to acknowledge that. He read from the inscription on a plaque stating such appreciation. She accepted it graciously and thanked him.
   (public comments)
   There was none.

4. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation there Commission
   Jody McCown, a mother of a youth who went through the system, read a statement that recalled the negative experience she had at the hands of various individuals in the system, leading to a breaking apart of her relationship with her daughter. She asked the commission to look into some of the issues she raised so that others would not have to suffer as she did. (copy of letter available at JPC office).
   Chief Siffermann said, as the new chief, he wants to re establish trust in the dept. He offered whatever assistance the dept could offer, within their authority, to help her regarding her requests.
   Comm Queen said that the commission would take this under discussion and allow the Chief to follow up.
   Otis Raheem, a parent of a 15 yr old, expressed frustration for not being able to find assistance to help him with his son, who is getting out of control. He's been told nobody can do anything until the boy commits a crime.
   Comm Lingad Ricci asked him to leave his name and number and someone from the dept would contact him to see what might be done.

5. (DISCUSSION) Chief Probation Officer's report:
   - summary of the Chief's first month's activities
     he referred to a list of the activities he's been involved in, but briefly summing up that he has been trying to assess both internal and external situations facing the dept, getting to know the communities, and learning of procedures and practices currently in play.
   - major items on the CPO's 'To Do List'
     The other portion of his report is encompassed in the list of things that need to be done (his priorities), including re-establishing a positive, trusting relationship with dept staff. He also wants to set up clear communications between the dept and the commission, to re-design the dept's mission statement that identifies specific objectives, to hire an Asst. Chief Probation Officer. Language access, service to undocumented, unaccompanied youth is high on the list. Establish a juvenile advisory council, made up of youth who have experience in the system. The Dept to have a greater presence in the community. He is looking at the short-term needs at Log Cabin Ranch, to improve the leadership, conditions, and services provided there. He was very impressed with the youth, during his visit on Family Day, and wants to do what he needs to in order to preserve that resource for the youth of San Francisco. His goal is to elevate the public's trust and the dept's belief in its ability to make a difference.
     Comm Hale commented that language access has been discussed for a while and hoped the chief was not starting from scratch. He also said that the chief shouldn't be so ambitious about what he can or wants to accomplish.
     Comm Lingad Ricci said that the Chief is clear there will be a personnel committee meeting to set up goals and objectives for him, and this is a good start to show us what he wants to do.
     Comm Stiglich applauded the chief for the list and said she wants to see him accomplish all of those items.
     Comm Hale still insisted that the list was too ambitious and unrealistic. He said former chiefs did not

have as extensive a list of objectives.
Comm Fetiçõ also applauded the chief for the list, but wanted to add the issue of dealing with the new Juvenile Hall facility, on the list, and to implement new ways and not the tired old ways for making that facility better run.
Chief Siffermann acknowledged that he has begun discussing the needs of the new facility, with staff.
Comm Lingad Ricci said that it was unfair to begin comparing the current Chief's expectations and goals, to previous chiefs and what they chose to do. She applauded the Chief for his activities in reaching out to dept staff, the community, City Hall, and looked forward to continuing improvement and advancement.
Comm Rodriguez echoed Comm Stiglich's comments. He wanted to know how #9 on his list was influenced by the Civil Grand Jury's report.
Comm Queen commented that he had the chance to go to Log Cabin Ranch Family Day, with the Chief, and Comm Chuck was there. Comm Queen was impressed that the Chief has been very involved in getting a handle on things needing attention, and said this was an excellent list. The Chief said that while this was a risk, to put all the deficiencies out there, he felt obligated to let the Commission know what he was thinking and doing. He invited the Commission to add what they felt was missing.
Comm Queen also commended the Chief for actually going back to his office late Sunday, after returning from LCR, to continue working.

- report on JDAI
Garry Bieringer asked if the commissioners had any questions about the 2004 stats he sent them, especially relating to special detention cases, and ethnicities. There were none.
They have done 3 days of focus group interviews, with a variety of populations. They are awaiting the report of results, being prepared by the consultant.
The Annie E Casey Foundation held a conference in early May, concentrating on self-inspection of facilities. Setting up benchmarks for evaluating progress/success using DMC as a yardstick.
Comm Hale expressed concern about the self-inspection, whether it is duplication.

(public comments)
there were none.

6. (DISCUSSION/ACTION) Proclamation acknowledging May as Foster Care Month.
Michele Brynes, Director of the Honoring Emancipated Youth Collaborative, asked that the commission pass the proclamation for Foster Care Month. May is National Foster Care Month. In SF there are more than 2000 in foster care. Each year, 150-200 "age-out" and are on their own. Many face difficult struggles with that. So May is an opportunity to give recognition to them and their caregivers, and to encourage the community to give them the support necessary to succeed.
She mentioned a program on youth coming out of foster care, being aired on KQED tomorrow night, Thursday, and again next Tuesday at the Youth Commission.
Comm Stiglich moved that the commission approve the proclamation declaring May, Foster Care Month. Comm Rodriguez 2nd. Upon voice vote, the motion carried 5-0.
(public comments)
there was none.

7. (DISCUSSION/ACTION) City Youth Now's proposal to hold an event at the new Juvenile Hall facility.
Meredith Dwyer, Director of City Youth Now, reviewed the proposal they had for a fundraising gala that would be held in the facility before the opening of the new Juvenile Hall. She recounted that CNY spends more than $350K a year on the needs of youth in the juvenile system (dependency and delinquency), all raised from private individuals and foundations. No govt. funds are used for this. They want to enlist their wide community of supporters in this event, and anticipate the potential for raising some $50K from it. They acknowledged the concerns raised by J. Winship, and are willing to work with the Dept to resolve all questions so that this can happen. This can be a very positive tool for raising the public's awareness of the good things that are going on in the Dept, and their support. They asked for the Commission's support and endorsement.
Comm Stiglich voiced her support of the event, but referred to the memo of J. Winship. She said she saw no problem of working through the concerns listed. Comm Lingad Ricci also supported the idea, but asked again to refer to the Chief, so that everyone is on the same page, and things are all in compliance.
Comm Queen said that there were some key questions raised by the memo, but that the Chief can work with them to get through this. He also supported the event idea.
Comm Lingad Ricci recommended further discussion with the Chief and City Attorney's office to make sure things are done right. Comm Rodriguez suggested referring this to the Commission's Facilities Comm. to work

with Ms Dwyer and the Dept to work out the details. Comm Lingad Ricci said she would like to emphasize that the Commission should work with the Chief as a team, so that such requests are handled in a coordinated and not conflicting way. Comm Queen referred this issue to the Facilities Comm.
(public comments)
L. Jackson-Simpson spoke in support of the event, and perhaps to incorporate the dedication of a space at the same time. This would also give opportunity to publicly show what the JDAI work was.

8. (DISCUSSION) Naming opportunity for the new Juvenile Hall facility.
Comm Hale said that he would like to have a part of the new facility named after Cheyenne Bell, who worked in the Dept and was a leader in the African American community, for youth development. He recounted some of her accomplishments that he felt made her worthy of having something named after her. Comm Lingad Ricci said she has heard a lot about Cheyenne Bell, and some previous commissioners have also suggested that the Commission name something for Cheyenne Bell.
Comm Queen said that the City Attorney's office has said the Commission does not have authority to give names to facilities. He said that it was a former Probation Commissioner, Esperanza Echavarri, who came up with the idea to name something after Cheyenne, some part of the facility not related to detention.
Comm Lingad Ricci suggested Rev Dunbar lead the gathering at the meeting in a moment of remembrance. Before Rev Dunbar began, she did comment that there already is an effort underway to get the multipurpose room in the new facility to be named the Cheyenne Bell community center. Rev Dunbar held a moment of silence in remembrance and then led a prayer.
Comm Queen recommended that Comm Hale work with Rev Dunbar and Liz Jackson Simpson and come back to the commission with their detailed recommendation. Comm Lingad Ricci asked this item be added to the agenda for the retreat.
(public comments)
Liz Jackson-Simpson echoed Rev Dunbar's thoughts to name the multi purpose room in Cheyenne's honor.
Comm Queen asked that the family of C. Bell be involved also. Liz agreed to this.
Comm Lingad Ricci commented that it might be appropriate to refer this to the Chief for how to proceed.

9. (DISCUSSION/ACTION) a discussion of the 2005 Civil Grand Jury Report on the Juvenile Probation Dept.
Chief Siffermann stated that he was now preparing a response to the report. He will give a draft to the Commission by the second week of June.
Comm Queen asked Comm Rodriguez and Comm Stiglich to chair a committee to draft the Commission's response.
Comm Rodriguez commended the Chief for what appeared to be already his efforts to address some of the points in the Grand Jury report, by doing many of the things he's mentioned doing, as well as listing those points he would like to address.
Comm Stiglich commented that the portion of the Grand Jury report that said there was concern that the Commission (members therein) voted on things from which they (or their orgs) derived money. Whether in reality or not, the appearance of impropriety that was the main thing. The Commission needs to know clearly when such possibility exists, and needs to make sure the community fully understands. She suggested this topic be included in the Commission's retreat.
Comm Fetiçõ explained that his non-profit has never solicited nor received funds from any govt. source. He additionally stated that the issue of workers comp needs to be brought under control.
Chief Siffermann commented that the dept has made progress on that issue and will give a report later on how it is going.
Comm Rodriguez commented that the Grand Jury's comments regarding the qualifications of the Commissioners, may be outdated, relating some of the backgrounds of the individual current commissioners, which shows their familiarity and commitment to the field of juvenile justice.
Comm Fetiçõ commented on another issue raised in the report; regarding personnel evaluations. This needs to be instituted as a constant activity. Comm Queen said this can be taken up in the retreat.
(public comments)
Rich Perino, Pres. Of the DPOA, said he was happy to hear a previous public speaker that spoke positively about a probation officer. He said the Grand Jury's report says nothing positive about POs, making it sound like it is their self interest, and fault that keeps detention numbers high. He referred to some other incorrect statements, one regarding Title 4e reimbursements, and another regarding CARC. He asked that the Chief and Commission respond to these inaccuracies and set it straight. He had other comments but did not take time to bring them up. He invited the commissioners to contact him if they wanted those additional points.
Comm Rodriguez asked if his organization was going to submit a formal response. Perino said he knew of no

formal means of submitting one, while he personally wrote back to them.
Bruce Fisher, Dir. Of Huckleberry Youth Services, said the staff at CARC would be happy to give whatever statistics the Commission may want regarding the operation of CARC. He thinks it is important to look at the relationship between CARC and Juvenile Hall.

10. (DISCUSSION) Committee reports, other reports
    - President's comments
      Comm Queen commended the Chief on how he has been operating. He said there are a lot of positive things happening and thinks the Chief is on the right path in going forward.
      Comm Queen also suggested the next commission meeting be in the community and has been speaking to Shawn Richard about using Milton Meyer gym.
    - Retreat planning
      Comm Hale asked commissioners to give a date in June that will work for them. Comm Fetiçõ will not be available the week of the 13th. Comm Hale will proceed with June 25th, tentatively.

(public comments)
There was none.

11. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Comm Stiglich asked that the issue of probation officers' safety be discussed again. And communications between the Dept staff and community. Comm Queen asked her to discuss these two items in Program Comm to be brought forward to the full commission.

12. (ACTION) Adjournment
there being no further business, it was moved to adjourn the meeting.

in honor and memory of Cheyenne Bell

Adjourned at 7:30pm

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION
To be held at Milton Meyer Gym
195 Kiska Road
San Francisco, CA 94124

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JUN 17 2005

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5:30 pm Wednesday, June 22, 2005

AGENDA

1. (ACTION) Roll call

2. (ACTION) Review and approval of May 25, 2005 meeting minutes.
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION/ACTION) Commendation given to Shawn Richard of Brothers Against Guns. (Queen)
(public comments)

5. (DISCUSSION) Chief Probation Officer's report:
   - Introduction of Alan Nance to be the Asst. Chief Probation Officer for the Dept.
   - Report on Workers Comp
   - report on JDAI (Bieringer)
   - Progress on response to the Civil Grand Jury report

   (public comments)

6 (DISCUSSION/ACTION) Presentation by youth in the community, of any juvenile justice concerns, with possible recommendations for future consideration.
(public comments)

7. (DISCUSSION) General discussion of issues and concerns brought up by community residents in attendance, with possible recommendations for future consideration.
(public comments)

8. (DISCUSSION/ACTION) Protocols for Commission's response to the Civil Grand Jury's report.
(public comments)

9. (DISCUSSION) Committee reports, other reports
   - President's comments
   - Retreat planning

   (public comments)

11. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

12. (ACTION) Adjournment

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June 17, 2005

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

MINUTES OF JUNE 22, 2005 REGULAR MEETING of the JUVENILE PROBATION COMMISSION
held at Milton Meyer Gym 195 Kiska Road San Francisco, CA 94124

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll call
Pres. Queen called the meeting to order at 5:50pm. Comms. Rodriguez, Fetico, Stiglich, Hale were present at the gavel. Comms Ricci and Chuck arrived at 6:02 and 6:10, respectively. Comm Ricci was excused at 7:30pm.

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2. (ACTION) Review and approval of May 25, 2005 meeting minutes.
It was moved and 2nd to approve the minutes as written. Motion carried 5-0.
(public comments)
There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Francisco Da Costa, Director of Environmental Justice, spoke about crime and neighborhood safety issues.
Espanola Jackson welcomed the Commission to the community. She was happy to see the commission come out again after such a long absence.
Shawn Richard, BAG, also welcomed the commission

4. (DISCUSSION/ACTION) Commendation given to Shawn Richard of Brothers Against Guns.
Pres. Queen expressed his appreciation and respect for the work Shawn did on the commission, as well as his continuing work in the community with Brothers Against Guns, and presented him with a clock.
(public comments)
Shawn thanked Comm Queen, the commission, the Chief, and said he didn't need to be acknowledged as long as the kids were acknowledged.

5. (DISCUSSION) Chief Probation Officer's report:
   - Introduction of Alan Nance to be the Asst. Chief Probation Officer for the Dept.
     The Chief introduced Alan Nance, who gave a brief background of his work experience (17 yrs in probation, 20 years in human services, total) and stated his commitment to a working partnership between the Probation Dept and the community.
   - Report on Workers Comp
     The Chief said that the staff (Bill Johnston, Sam Kinghorne, Dennis Doyle, Mark Lui,) has changed the scene from an upward spiral to a more controlled situation.
     Comm Hale gave credit to former Chief, Gwen Tucker for this, also.
     Comm Queen said that the Chief did a very good job in representing the Dept in today's Budget/Finance Committee meeting of the Bd of Supervisors. He commended the Chief for his forward-looking thinking, which seemed to help ease the minds of the Bd of Supervisors in their review of our budget.
   - report on JDAI
     G. Bieringer was not present for the report but submitted a newsletter that updated current activities in the initiative. The Chief reported that there was progress in developing the next year's work plan, which will be submitted to the Annie Casey Foundation, and once it has been accepted, will be given to the Commission.
   - Progress on response to the Civil Grand Jury report
     The Chief reported that he has completed revisions to his response, after having received input from Comm Queen, and others, and will submit the response to the courts and the Civil Grand Jury tomorrow.

(public comments)
Francisco Da Costa spoke in reference to the Civil Grand Jury report, and expressed his hope that the Dept will look "outside the box" in resolving problems, one of which is the practice of out of home placements. Comm Queen thanked all those who keep an eye on the Dept and what the Commission does. Comm Rodriguez commended the Chief for being quick and affirmative on his response, The Commission will have their response within the timeframe required, but this is a very good beginning in addressing the Grand Jury's concerns.

6 (DISCUSSION/ACTION) Presentation by youth in the community, of any juvenile justice concerns, with possible

recommendations for future consideration.
Dana Baity, representing Brothers Against Guns, welcomed the commission and thanked them for holding the meeting in this community.
(public comments)
There were none.

7. (DISCUSSION) General discussion of issues and concerns brought up by community residents in attendance, with possible recommendations for future consideration.
Espanola Jackson, recounted her own experience with the juvenile system in the city, when it was located at 150 Otis St., asked the commission to get to work with the SFUSD to catch them when they are young. She expressed her concern for the "ghost" programs/orgs. that get govt. money but aren't doing anything. She said she was ready to work with the Dept to do things for the youth in the community.
Daniel Agamoto, a resident, and former resident of Log Cabin Ranch, said that the education programs need to be improved, as well as having counselors who could better relate to the youth.
Shawn Richard, BAG, said that POs need to be more sensitive to their charges and the families of the youth. He also emphasized that the commission needs to get out to the various communities so they can become more familiar, as well as become more recognized.
He also spoke about the unnecessary detention that continues. He noted that adults need to re take control over youth, and not let them be "in control" as they have become.
F. DaCosta spoke against the overuse of out of home placement.
Denise (BAG) encouraged people to get to know the kids who are in detention, as people.
Howard Smith, said grass roots organizations need to be involved in the rehab of the youth.
James Bryant, Pres of the Randolph Institute, mentioned a basketball tournament they host, and invited the commission to attend.
Mike Texata, BAG, asked if anything could be done to speed up the court hearing process, so that parents aren't made to wait hours before appearing.
He also said that counselors need to talk to the detained youth when they come back from court hearings to know what might be going on with the youth.
Demetria, a parent, was concerned with the difficulty with getting information, as a victim of a crime. Comm Queen
Rosa Womack, BAG, thanked the commission for coming to the community. She said they have met with B. Fisher of Huckleberry Youth, to explore ways to better serve the youth in this community.
Comm Fetico said he came onto the commission in order to see how he could help all aspects of the system could work better for the youth. He said that CBOs should come up to the Dept and support their youth, possibly coming to court. He reflected on his own past experience with a CBO in this community, and his current one in the Mission district. He said the youth need more role models and CBOs can provide this.
Denise (BAG) also mentioned that the courts should demand parents be involved in their kids probation.
Comm Stiglich mentioned the issue of juvenile privacy rights, but told her that there are victims' rights and that she should pursue that with the DA (there is a victims' rights division).
She commented that it is late in the process by the time the Commission hears of these issues, and while we are all involved and are concerned for the welfare of the youth, the partnership starts with parents and community early on.
S. Richard, BAG, commented that crack cocaine has destroyed families and made it more difficult for these aspects of the partnership to have control. Kids no longer respect them.
Comm Ricci agreed that commissioners should talk to kids in Juvenile Hall, to get a better idea of who they are, and what they're like. Regarding parenting, she said it would be important to get more parents into the parenting program up at YGC.
Regarding the Dept budget, she said the commission should look at allocations and discuss what would be the best way to use the budget.
Espanola Jackson referenced a concern some years ago, of Judge Donald Mitchell that the SFUSD was kicking out kids from K. The community opened the 21st century academy at former Fremont elementary school.
H. Smith, commented that there were a lot of "ghost" programs that were not real but getting money to serve.
Comm Hale asked what is missing in the community now. What are "we" going to do about it? How do we work effectively with community members. What are the concrete steps?
S. Richard spoke off mike and was not picked up.
Chief Sifferman said all these comments are giving him thought. He said, with the number of recidivism, it seems the message from the Dept is either not being heard, or not being put out clearly or correctly. He also

wanted to see how the Dept's work could be incorporated into the community, and also how they could become involved in the early stages of delinquency, in early intervention. He assured them that he is committed to the least restrictive detention without compromising public safety.
The Chief said the Dept might possibly put together a team for that basketball tournament.
Leamon McGruff spoke off mike and was not picked up.

8. (DISCUSSION/ACTION) Protocols for Commission's response to the Civil Grand Jury's report.
Comm Rodriguez stated the 4 recommendations of the Grand Jury as related to the commission.
   - Members of the commission should be familiar with the issues confronting at risk youth, and knowledgeable about organizations serving them.
   - Members should be willing to spend the time to become informed about the issues of juvenile justice.
   - Members should not have direct connections to any CBOs deriving support from the Dept.
   - Members should be evaluated against these criteria.

He reported that he is drafting a response and will pass it around to the commission before finalizing it and submitting it to the Grand Jury.
Comm Hale said that the Grand Jury does not possess any special expertise. It doesn't speak with complete truth.
(public comments)
S. Richard, BAG, asked what were the facts that were revealed by the Grand Jury's report.
Comm Queen said that the Chief's response might help answer that. When it is available, he will be gotten a copy.
F. DaCosta made remarks about POs that do not work a full week, but collect their checks anyway.
He mentioned that he has a meeting tomorrow with the new Chief and will give him suggestions then.
Howard Smith said it sounded like the Grand Jury was on target. He spoke again about how the commission needed to be involved in the community.
There was a comment about having POs come to commission meetings (they were not present at this meeting), and also CBOs from the community, who are supported by Dept grants. Both partners need to be interested in coming to these meetings.

9. (DISCUSSION) Committee reports, other reports
   - President's comments
     Comm Queen thanked the audience for being in attendance and complimented them on their intelligence and compassion. He assured them that the commission would be holding its meetings more in the community, in the future. He announced the Chairs of the commission's committees: Comm Fetico for Finance, Comm Chuck for Facilities, Comm. Rodriguez for Programs.
   - Retreat planning
     Comm Hale reported that the retreat will be held at 1305 Evans, in the Bayview. It will go from 11am to 2pm. Comm. Queen offered to cook for the meeting.

(public comments)
there was none.

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
James Bryant, SEIU 790, asked the commission to seriously consider refilling the telephone operator at the front desk. What is being done now is unsatisfactory. (fill-in by several clerical staff).
Daniel Agamoto asked the commission to reconsider the use of out of home, out of state placement, and use Log Cabin Ranch more. There also needs to be more sensitive and caring staff (counselors, POs, etc.) that interact and speak more with the youth. He was compassionate about the violence and death in the neighborhoods and urged the commission to take more actions to deal with it.
Lisa Laulu, part of the Bayview Samoan Community, was concerned that news about the meeting was not widely out there –she didn't hear about it until just now. She said the community needed more information and help in getting resources to do things in the community, eg. she'd like to find funds to hold a large community "luau". She said they are interested and willing to do what they can to improve the community and would like to stay in touch with the commission, to be a liaison for the community. (Comm. Queen asked to keep her in contact with the commission for future meetings).
John Naur, Youth Director, YCD, was concerned for what might happen in the summer with the lack of resources in the community. He also expressed concern about young Polynesian youth who are getting involved in robberies, etc. He urged the POs to serve not only kids on their caseloads, but all other at risk youth. Need greater outreach to them and their parents. He also expressed concern about sending kids

away in out of home placements.
Howard Smith echoed the concern of lack off resources going to Pacific Islanders youth. Need a more specific labeling system so groups don't go unrepresented.
Comm Hale commented that under district based planning, those who are really in the community, that need and deserve support can be part of the planning to bring resources to bear on those needs.
Comm Hale paid compliment to DeShauna Jones, who just graduated from the Life Learning Academy, for her hard work in overcoming many difficulties to be all league and MVP in girl's basketball in the city, and getting into Holy Names College on a full scholarship. He said we need academic superbowls for these youth. He mentioned other youth who have also made it through.
Comm Fetico reported that through his non-profit, they have developed youth from the communities like Bayview to be effective youth, and to go onto greater things. Last year they got 7 youth into college – including Stanford-- on scholarships. He just recently returned from a weeklong camping trip in desolation forest. He is committed to guiding young folks and said we need many more men as role models for our youth in all communities. He said that there was one goal for all of us, and that is keeping youth out of juvenile hall.
Liz Jackson-Simpson reported that the PrIDE report was complete and thanked her staff for working hard in getting it ready, along with LaFrance Associates. The report will be online next week on the Dept's website.
Comm Hale commented about "ghost" organizations, and L. Jackson-Simpson said that it was true. They did a door-to-door canvass of 200 CBOs and found many that did not answer doors or phones and seemed not to have work hours. That's because nobody is watching.

11. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 8:12 pm.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL MEETING (RETREAT) of the JUVENILE PROBATION COMMISSION
To be held at 1305 Evans St.
San Francisco, CA 94124

11:00 AM Saturday , July 9, 2005

RETREAT AGENDA

1. (ACTION) Roll Call

2. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

3. (DISCUSSION/ACTION) City Attorney's review of protocols, procedures, roles and responsibilities of the Commission, in regards to:
   - conducting commission meetings
   - Interaction with the Chief Probation Officer and the probation dept
   - Internal and external communications
   - Roles and relationships with external govt and non govt agencies.

   (public comments)

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4. (DISCUSSION) short term and long term goals for the commission:
   - Protocols, functions of commission standing committees.
   - District based planning.
   - Scheduling of District Commission meetings.
   - Log Cabin Ranch School/Hidden Valley Rranch

   (public comments)

5. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

6. (ACTION) Adjournment

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June 23, 2005

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MINUTES OF JULY 9, 2005 SPECIAL MEETING (RETREAT) of the JUVENILE PROBATION COMMISSION held at 1305 Evans St. San Francisco, CA 94124

1. (ACTION) Roll Call
   President Queen called the meeting to order at 11:15am
   Comms Chuck, Fetico, Hale, Rodriguez were present at the gavel. Comms. Stiglich, Ricci were excused.
   Deputy City Attorney David Carillo was also present.

2. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
   There were none.

3. (DISCUSSION/ACTION) City Attorney's review of protocols, procedures, roles and responsibilities of the Commission, in regards to:
   - conducting commission meetings
   - Interaction with the Chief Probation Officer and the probation dept
   - Internal and external communications
   - Roles and relationships with external govt and non govt agencies.

   Main points presented in this discussion were that all regulations governing the conduct (scheduling) of meetings were prescribed by Brown and Sunshine. There are ways to establish "regular" meetings off site of city hall, where a 72 hr advance notice will suffice, otherwise, they would have to be noted 15 days advance. Possibly have to set up a master schedule of meetings as part of the Commission's annual plan.
   Carillo commented on the authority of the commission to set policy vs being able to direct and undertake actions of the Dept. He mentioned the question of the City's liability if actions of the Dept's staff were or were not directly the result of policy decisions made by the Commission.
   Number of commissioners able to attend the same meeting is also governed by Brown and Sunshine, so different thoughts about which particular commissioners could/would attend meetings in the community (called by others) was discussed.
   No more than 3 at a time, with no more than 1 from the same committee can be at the same meeting. Likewise, discussion between commissioners regarding commission/dept business, cannot be held in a series where a majority manage to carry out discussion, outside of a publicly noted meeting. Ad Hoc committees can be created to do specific things like "fact finding".
   Communications and directions to the Dept for action can only be addressed to the Chief. But perhaps to have division directors be part of commission committee meetings so that any information needed by the Commission can be brought to the commission via that procedure.
   The official spokesperson for the Commission is the President (in the commission's rules). Only official positions/actions of the commission can be represented by the President.. while any commissioner can express their own personal opinions, these need to be clearly differentiated from the commission's official positions.
   D. Carillo will further research the legal relationships between the commission and external bodies (govt especially) and report back. And also what potential restrictions or proscriptions may exist that prohibit Commission members from attending meetings in the community, representing the Commission.
   This question grew out of recent events where the roles and responsibilities of the Commission seemed to be sidestepped or overruled by other entities, leaving confusion and uncomfortable feelings among affected individuals. Re: the LCRS committee, Carillo said he believed Amy Ackerman is the person from his office, involved in this topic.
   (public comments)

4. (DISCUSSION) short term and long term goals for the commission:
   - Protocols, functions of commission standing committees.
     Comm Queen referred to the materials he had prepared for the meeting, outlining what he thought the committees needed to address. Committees have to be on top of all aspects of the Dept's operations.
     Comm Queen mentioned the possibility of the commission participating in the public safety "cluster" of groups that meet and discuss citywide issues concerning public safety, including funding streams. The Commission should be an intrinsic part of the processes that occur or should occur that will assure direct involvement and maximal accountability of stakeholders for any activity or plan for juvenile justice in the city.
     Part of the objective of the process should be to assure that all those receiving funds from the Dept,

participate in district based planning.
Emphasis was given to the committees holding regular meetings and performing frequent reviews of program and financial audits of ongoing activities, both within the Dept and outside. The Commission also needs to help set outcomes/goals for the programs and services, against which they will be evaluated.
There was the thought that funds utilized for juvenile justice, at risk youth populations be merged into one fund and administered through one primary authority, the Probation Dept. It was mentioned that 80% of MOCJ grants goes to addressing juvenile justice programs. Comm Queen asked that this item be on the agenda for the July Commission meeting for discussion and adoption.
Comm Hale raised the question of where the opposition might come from, and why the Dept should be the one to control this fund.

- District based planning.
  The issue of district based planning was reviewed, vis a vis the City's ordinance that requires a similar system for the entire City's operations, and the need for accountability of services and outcomes in contracts for outside services –CBO and otherwise. Scheduling of District Commission meetings (discussed in #3)
- Log Cabin Ranch School/Hidden Valley Ranch
  This item was not directly addressed.

(public comments)
There were none.

5. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
   There were none.

6. (ACTION) Adjournment
   There being no further business, the meeting was adjourned at 1:20pm

NOTICE OF JULY MEETING of the JUVENILE PROBATION COMMISSION
To be held at Instituto Familiar De La Raza
2919 Mission St.
San Francisco, CA 94110

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5:30 pm Wednesday, July 27, 2005

AGENDA

1. (ACTION) Roll call

2. (ACTION) Review and approval of June 22, 2005 meeting minutes.
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's report:
   - report on Juvenile Detention Alternatives Initiative (Bieringer)
   - report on Dept budget status
   - report on Juvenile Hall replacement project
   - report on Juvenile Probation Dept. Public Relations Committee (Jackson-Simpson/Dunbar)

   (public comments)

5. (DISCUSSION/ACTION) Consideration of Program Committee's recommendations on contracts for services with the following Community based organizations.
(public comments)

6 (DISCUSSION/ACTION) Review Commission committees' functions and protocols, as presented at the retreat meeting, and approve them. * (explanatory document: noted section from the retreat docs, in the July 9 agenda.)
(public comments)

7. (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and district based planning strategies, with possible recommendations for future actions.
(public comments)

8. (DISCUSSION) Committee reports, other reports
   - President's comments (retreat, etc.)
   - Program committee
   - Finance committee

   (public comments)

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

10. (ACTION) Adjournment

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July 12, 2005

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5:30 pm Wednesday, July 27, 2005

AGENDA

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(public comments)

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   (public comments)

5. (DISCUSSION/ACTION) Consideration of Program Committee's recommendations on contracts for services with the following Community based organizations.
(public comments)

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(public comments)

7. (DISCUSSION/ACTION) Consideration of Program Committee's recommendation regarding the Mayor's committee on Log Cabin Ranch School report and findings.
Public comment)

8. (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
(public comments)

9. (DISCUSSION) Committee reports, other reports
   - President's comments (retreat, etc.)
   - Program committee
   - Finance committee

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MNUTES OF JULY 27, 2005 MEETING of the JUVENILE PROBATION COMMISSION
held at Instituto Familiar De La Raza 2919 Mission St. San Francisco, CA 94110

1. (ACTION) Roll call and welcome to District 9 Supervisor.
   President Queen called the meeting to order at 5:45pm. Comms Chuck, Rodriguez, Fetiçiõ were present at the gavel. Comm , Hale arrived at 5:54pm Comm Lingad Ricci was excused. Comm Stiglich was absent.
   Executive Director of IFR welcomed the commission to the community and spoke briefly about the organization.

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2. (ACTION) Review and approval of June 22, 2005 meeting minutes.
   The minutes were approved as written.
   (public comments)
   there were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
   There were none.

4. (DISCUSSION) Chief Probation Officer's report:
   Chief Siffermann commended Bill Johnston for his dedication and commitment to the Dept and his assistance during the Chief's initial assumption of leadership for the Dept. Siffermann then introduced Allen Nance, as the new Asst. Chief Probation Officer. Nance comes from Chicago also, and he gave a short introduction of himself, and his hopes and desires for the Dept (in both English and Spanish) and thanked everyone for their support.
   Chief Siffermann noted that there were many POs in attendance.
   a. report on Juvenile Detention Alternatives Initiative
      Garry Bieringer, JDAI Coordinator, said one of the focuses of the initiative this year will be to expedite the release of youth awaiting out of home placement (which accounts for up to 40%of those in Juvenile Hall). They will also be trying to expand community based alternatives to detention. Another area will be to deal with undocumented youth and language access issues.
   b. report on Dept budget status
      Mark Lui gave an oral report which summarized what the Dept's request was and how much was given. Of $5 mil requested only $564K was removed. He enumerated a number of positions that were put into the budget, including: 5 POs put back in –not retiring, 3 Supervising POs, 3 new POs, and 2 Sr. Supervising POs.
      $2.1 mil of the $5 mil is being used for the Juvenile Hall project debt repayment. $108K was put into reserve for OT, and the Dept is still trying to close out the last fiscal year budget, having a $1.5 mil deficit on the books.

      Comm Fetiçiõ asked if a final written budget was available for review. Lui said the Controller hasn't printed it yet. Comm Chuck asked what the City's deficit situation was now. Lui didn't have an answer.
   c. report on Juvenile Hall replacement project
      Joanne Chow-Winship gave a short reading of the different construction activities going on: eg. completion of interior sheetrocking. There was an extension of time given to the construction in consideration of number of rain days that delay work. But the work is about 75% complete now.There will be a 2 week timeline for transferring all youth from the old buildings to the new facility once it is completed.
      Comm Chuck said he'd like to have a walk through the facility. Winship said it could be scheduled, as long as it was after 3:30pm.
      Comm Hale asked for a report on the programmatic plans for the new facility, to be presented at the next meeting.

   d. report on Juvenile Probation Dept. Public Relations Committee (Jackson-Simpson/Dunbar)
      Chief Siffermann asked to just give a short written report to the commission rather than an oral report.

   (public comments)
   --------, employee of Dept of Public Health, asked when the changes being worked on by the JDAI would

actually take effect. Her recent experience with and treatment by the Dept was not indicative of any qualitative change in attitudes or behavior that hinted of juvenile justice reform for the better.
-------- Martinez, of the Latino Steering Committee, spoke of the need for culturally, linguistically appropriate services.
Heidi Isaacs, PO, was concerned that POs were not given enough notice regarding the Public Relations Committee, so they could participate.

5. (DISCUSSION/ACTION) Consideration of Program Committee's recommendations on contracts for services with the following Community based organizations.
Comm Rodriguez reported that the committee had reviewed the Dept's recommendations, and commented that there were some concerns regarding specific contractors, but in deference to the Dept's, and the Chief's desires to maintain a status quo, it recommended to approve these as presented.
Comm Fetiçiõ
Comm Hale was troubled by the lack of information from the CBOs, and said that if they couldn't prove that they are doing a good job, the onus would be on the commission for how the Dept fails, but he also acknowledged the Dept's recommendations to use this new period to review and revamp for the future. He also repeated his concern that major Dept funds goes to services not for probation youth (citing Huckleberry) and reiterated the need to involve other departments in funding those services.
Comm Rodriguez moved to approve the Dept's recommendations for contracting with the CBOs listed. It was seconded, and upon voice vote, carried 5-0.
Comm Rodriguez commented that he was encouraged by this and the presence of the community in the meeting. He hoped that this will continue with the next Commission meeting and looked forward to greater communication amongst all the stakeholders in moving the work forward. He apologized for having to excuse himself from the rest of this meeting.
Comm Hale commented about the need for developing programs in the evening hours, from 7-11pm.

(public comments)

Bruce Fisher, Huckleberry Programs, acknowledged the concerns of Comm Hale and said he will work with the Dept to try and find those alternative sources of support.

6 (DISCUSSION/ACTION) Review Commission committees' functions and protocols, as presented at the retreat meeting, and approve them.
Comm Queen reviewed that at the Commission's retreat on July 9, this was discussed, and the need for clear protocols was apparent, so that the Commission did its work in the appropriate way, in keeping with adopted rules, regulations and principles. With clear protocols, the Commission's work could proceed in a timely and consistent manner.
One other important point was the possibility of creating a juvenile justice budget where all funds that were utilized for juvenile justice services could be consolidated under the auspices of one body so that cohesiveness of service/funding could be assured. The suggestion that this be directed by the Mayor was part of the functions and protocols document from the retreat.
He further commented that the Commission and Dept should be participatory in the "public sector cluster," consisting of various depts. that deal with public safety, and make sure that juvenile justice issues that are impacted by them are not simply left on the doorstep of this dept. This is all a part of the responsibility of the commission, as it is the responsibility of the community to help guide the commission; and with the guidance provided by district based planning, the parts can work as a whole.
Comm Chuck said that it was decided to have a quarterly retreat to review the commission's work.
Upon motion, seconded, the functions and protocols as outlined in the commission retreat document, were adopted, 4-0.
(public comments)
there were none.

7. (DISCUSSION/ACTION) Consideration of Program Committee's recommendation regarding the Mayor's committee on Log Cabin Ranch School report and findings.
Comm Queen reviewed this topic, saying that there was a draft plan being revised, and that when it was finalized he wanted to make sure that it came before the commission for review, acknowledging that the commission did not have final say over the plan (that was in the Mayor and Bd of Supervisors' purview),

nonetheless, so that the community had a chance to give its input to the commission regarding whatever the report's findings and recommendations were. Comm Hale had more issues with this, commenting that while authority to operate a ranch lay in the Bd of Supes, the content of the operations: programs, etc. were the responsibility of the CPO and that comes directly under the interests and authority of the commission. He questioned the qualifications of individuals on the Mayor's committee, who have never run a ranch, to come up with appropriate recommendations. He said that he would not accept the report. Chief Siffermann reported that he has gotten the involvement of Mark Stewart, who developed the Missouri plan, as a consultant to the committee, and will review the committee's plan.
Public comment)
Mary Radley, a parent, mentioned that parents are not being given a chance to get involved. CBOs do not ask their parents to be involved. She said programs need to be youth and family driven, and they need to be part of the decision making for those programs.
Chief Siffermann offered that in future CBO contracts, there will be conditions that require CBOs to show how they will get and maintain the participation of parents in the delivery and improvement of their services. He will also be developing a process of a parent advisory council to be part of the decision making process for types of contracts that are needed.

8. (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
Nora Rios Reddick, Exec Director of Horizons Unlimited, read a prepared statement of what the needs of the community and youth are (text attached).
George Alves, Mission Neighborhood Ctrs, commented that what they do there is not case management, it is relationship management, building a relationship with their clients. He said that all of the staff of the agency used to be clients. They are full aware of and sensitive to the needs of their cases, and seek to advocate for them, and empower them. This mentorship relationship is valuable.
He mentioned that they had just completed a community mapping, and are looking at what resources and gaps in services exist. He also expressed a concern for the high drop out rate for Latinos.

Exec Dir of IFR, also echoed the need to have parents, youth involved in planning (and as such, be part of the district based planning process). She noted the problem of youth migration,
Carlos Gonzalez, PO, recounted how he began as a juvenile delinquent, but got turned around by RAP. He said there needs to be more youth referred to these community services. He said POs need to work closely with the schools, and be more connected with the community so that they can get "access" and be able to do intervention. There needs to be more outreach/intervention on the front end (many parents have asked for this help).
Lonnie Holmes, JPD staff, said that the level of work asked from the CBOs far outreach the level of funding they receive from the Dept.
Paul Quadra, PO, applauded the commission for having their meeting in the community.
Karen Sadberry, PO, commented that children need to be at home in the evenings, and parents need to have good parenting skills. There are those who need therapy and do not get it. Family reunification is important.
Barbara Ross, PO, agreed with Sadberry, and further said that maybe POs and parents should join the PTAS to get everyone working together on what young people need. There are many kids who are in need of therapy and do not get it, either in counseling from POs/counselors, or psychologists or psychiatrists in the system.
Gabe Calvillo, PO, spoke about the need to be protected when they go out to visit their charges in the community. He said that it's probably just a matter of time before there will be an incident involving a PO being shot.
Alfredo Bojorquez, IFR, spoke in support of district based planning, but emphasized that it cannot be based on ethnicity within a district, it had to be multi ethnic, representative of the district. He talked about the need for more crisis intervention like they provide in the critical response network activities. And the need for more cultural and linguistic sensitivity in dealing with non English speaking youth.
Ray Balberon, community activist, said that it is the community that makes the dept and system accountable. The youth are not being turned around in Juvenile Hall, they are out in the community being changed so the Dept needs to help the community develop its resources to keep serving the youth.
Heidi Isaacs, PO, feels that POs should be out in the community, at the schools. She isn't able to get out because of all the paperwork she needs to do for the court. This Dept had tried placing POs in the schools, but it was not done democratically, it was dictated, and some POs not wanting to be there, were placed there, so the program failed. She spoke about accountability of CBO programs, that they shouldn't be referred kids just because they are contracted, if they are not doing a good job.

There are a lot of issues needing to be worked out within the Dept and with the community. She welcomes working with the new chief on this, and hopes he will listen to and take into account the experiences of the POs.
Comm Hale, reiterated his thought that there needs to be a "youth worker academy" where people can be educated on the big picture of juvenile justice vis a vis positive youth development. The theoretical basis of these issues is important to understand for anyone working with youth.
He did not agree with arming POs. He said if POs had respect in the community, they would not need to be armed. He thanked all for coming to this meeting.
Barbara Ross, PO, said that the youth need positive role models of youth who have survived the system and come away from it, influencing younger kids who want to be like them.
(public comments)

9. (DISCUSSION) Committee reports, other reports
   - President's comments (retreat, etc.)

   Comm Queen thanked the chief for asking his staff to come, and the staff for coming. He also thanked the members of the community for coming and speaking their mind. He said it was interesting that what was being said by POs and the community was really the same thing. People from both ends have to wear many hats in working with the youth, but this shows that through this dialog we can reach common ground.
   Comm Fetiçõ commented that the community also needed to be concerned about the issues and problems that are outside of their own "borders", to work between communities and increase the dialog.

   - Program committee No report beyond the action taken above on contracts.
   - Finance committee No report, have not met yet.

(public comments)

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

11. (ACTION) Adjournment
Comm Hale suggested adjourning the meeting in honor of Concha Saucedo, who was instrumental in establishing Insitituto Familiar de la Raza, and was a long time activist in the community.
There being no further business, the meeting was adjourned at 8:12pm

In Honor of
Concha Saucedo

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF AUGUST MEETING of the JUVENILE PROBATION COMMISSION
To be held at Ella Hill Hutch Community Center
1050 McAllister St. near Fillmore
San Francisco, CA 94115

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5:30 pm Wednesday, August 24, 2005

AGENDA

1. (ACTION) Roll call and welcome to district 9 Supervisor.

2. (ACTION) Review and approval of July 27, 2005 minutes, March 16, 2005 Program Committee minutes, Nov. 18, 2004 Finance Committee minutes.
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's report:
   - report on Juvenile Detention Alternatives Initiative (Bieringer)
   - report on Dept budget status
   - report on Juvenile Hall replacement project
   - report on Juvenile Probation Dept. Public Relations Committee (Jackson-Simpson/Dunbar)

   (public comments)

5. (DISCUSSION/ACTION) Update on Log Cabin Ranch, with a report from the Mayor's Committee on Log Cabin Ranch.
(public comments)

6 (DISCUSSION/ACTION) Discussion possible scenarios, mechanisms for continuing with evaluation analysis of CBO services outcomes. (Comm Ricci)
(public comments)

7. (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
(public comments)

8. (DISCUSSION) Committee reports, other reports
   - President's comments (retreat, etc.)
   - Program committee
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   (public comments)

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

10. (ACTION) Adjournment

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22 Please call the office to make arrangements. (Some documents may be accessible electronically on the Commission webpage under agendas) August 17, 2005

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MINUTES OF AUGUST 24, 2005 MEETING of the JUVENILE PROBATION COMMISSION
held at Ella Hill Hutch Community Center 1050 McAllister St. near Fillmore San Francisco, CA 94115

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll call and welcome to district 5 Supervisor
   The Chair called the meeting to order at 5:35pm All Comms were present except Comms Stiglich and Hale, who arrived at 5:42pm and 5.50pm respectively. Supervisor Mirkarimi arrived later in the meeting and was introduced then.

2. (ACTION) Review and approval of July 27, 2005 minutes, March 16, 2005 Program Committee minutes, Nov. 18, 2004 Finance Committee minutes.
   All minutes were approved as written
   (public comments)
   there were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
   There were none.

4. (DISCUSSION) Chief Probation Officer's report:
   The Chief reported that he did a "sleep over" in Juvenile Hall, so he was able to observe 3 successive shifts. He commented that even if a young person came from a solid and caring background, the experience of being in juvenile hall does make one feel that you are alone, with no connection to an outside world, and can feel very traumatic. He is convinced that we need engaging, advocacy services and programs to develop competencies in the youth so they don't pass through the doors again
   - report on Juvenile Detention Alternatives Initiative
     Garry Bieringer gave a short report on demographics of detainees at the door.
     Numbers of girls decreasing, numbers of AAs increasing, 1 out of 4 come from 94124 zip, robbery is the most frequent offense, 26% in June. He reported that attention is being paid to special detention cases, and admissions overrides are being more consistently reviewed by a supervisor.
     The Chief commented that many of the robberies are for 12-13 yr olds, using knives to rob adults. He said that the kids run a parallel exposure to the child welfare system.

   - report on Dept budget status
     Mark Lui reported that the 04-05 budget year deficit of $1.5 mil, was closed out in balance from reduction in WC, increasing inter-dept recoveries, reductions in payments to CYA, reduction in materials and supplies and work orders, and an additional $1 mil. In revenue given to the Dept by the Controller. This resulted in a $1 mil surplus, but he doesn't know if it can be carried over. He will ask. Comm Fetiçõ asked for a copy of the close-out doc. (showing what was done to balance), and also a breakout on CYA payments. Comm Ricci also asked for details on the close-out.

   - report on Juvenile Hall replacement project
     the Chief reported that the project director from DPW has notified us that there are no more funds budgeted for project modifications.

   - report on Juvenile Probation Dept. Public Relations Committee
     Liz Jackson-Simpson reported that they have had a couple of meetings, took a tour of the new juvenile hall facility, discussed the "wall of fame" –a wall that will show significant individuals who worked with youth they'll meet again in Sept to continue talking
     Comm Hale said he had wanted them to investigate what it would take to name a space /building for Cheyenne Bell. Refer to City Attorney; initiate the process to actualize this.
     Comm. Ricci said she agreed that it should be inclusive of all those who deserve recognition for their work with young people.
     Comm. Rodriguez said the directive was to find out how to get it done. (name for Cheyenne)
   (public comments)
   There were none.

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5. (DISCUSSION/ACTION) Update on Log Cabin Ranch, with a report from the Mayor's Committee on Log Cabin Ranch.
Comm. Queen said that it was not confirmed that someone from the Mayor's committee would come to make a report, even though they were invited. He reported that at their last meeting, they were still in the process of revising and finalizing their report, so nothing has been made public yet.
Comm. Hale expressed his disinterest in reading what the committee had to say. Comm Queen said that it was made clear to the committee that the report would come before the Commission for their comments, and go to the community. Maybe by the next meeting there would be something to discuss.
(public comments)
Greg Gordon, PO, felt that there should be a dress policy at Log Cabin Ranch to give it other than the "reformatory" look of the youth wearing white T's and jeans. Make it look more like a school, so when the youth come out they have a sense of "proper" dress for success.

6 (DISCUSSION/ACTION) Discussion of possible scenarios, mechanisms for continuing with evaluation analysis of CBO services outcomes.
Comm. Ricci reviewed that Liz Jackson-Simpson commented that they now lacked the ability to analyze the data that will be collected on the CBO contracts/services, since the PrIDE project is no longer funded.
Comm Ricci felt that something needed to be done to assure our ability to assess effectiveness of community services for our youth. She was also concerned that the plan to train the Dept staff to take over PrIDE, which was to prepare for just such an event, the de-funding of the contractor, wasn't done.
L.Jackson-Simpson said that the analysis was always going to remain with out outside contractor. Comm. Ricci said we need to make sure such a situation doesn't happen again, so conditions in the contracts should guarantee the dept be prepared to take over at such times.
She suggested the commission form an ad hoc committee, with the Chief and his designees to explore what analytical tools and who could be enlisted to perform this task.
Comm. Stiglich asked how CBOs dealt with complaints by their clients? Liz said that CBOs are required to have a system/policy for dealing with grievances.
(public comments)
there were none

7. (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
Comm Queen thanked George Smith and the Ella Hill Hutch Ctr for hosting this meeting, and the audience for attending. He welcomed Supervisor Mirkarimi, who spoke about the need for greater attention to his district, by a phalanx of city agencies and community groups, to find answers for jobs, housing, violence, school closings, and an avalanche of individual problems. He spoke of the need to see things in their inter-relationships and multifaceted character, and expressed his support for district based planning, asking for more of the community to be at the table.
Mike Brown, OMI commented that not enough attention is paid to the OMI district, and that the only youth facility (the Beacon Ctr) serves middle school aged youth. They need more. They need vocational programs. Comm Queen informed him that the next commission meeting would be held in the OMI and hoped that he would come and speak again.

George Smith, Dir. Ella Hill Hutch Ctr, welcomed everyone, and lamented that it was a struggle to try and keep programs and services going in the Western Addition (giving an example of a gang prevention grant that they lost to another org. in Japantown). Mr Smith, who is Co-Chair of the District 5 planning consortium said he endorsed the concept of district based planning and was willing to participate in it.

Andrew Howard, OMI Beacon Ctr, former employee of Ella Hill Hutch, disagreed that Beacons were not serving an important population. This was the population that needed to be reached before they got involved in criminal activities.

Ben Bautista, Straightforward Club, also echoed the need for jobs for young people.

James Lancaster, Straightforward Club, a participant in their programs, who is soon graduating from college (in Alabama), spoke about the benefits of programs like theirs, which help train and mold youth, and how important it was to give back to the community.

Alfredo Bojorquez, Juvenile Justice Providers Network, supported the concept of district based planning and emphasized the need to include young people, their families and others involved with youth (school administrators, school resource officers) in the process so they are part of the solution and not perceived as part of the problem. He responded to the question about CBOs' grievance policies, describing their own. He said a similar grievance policy for the Dept needs to be developed and publicized so that clients know what to expect and what can be done if dissatisfied.

Abu Kadir Amin, Iman, said that while it is essential that the community is involved in the front end of planning for interventions, they needed to be also involved in the follow up evaluation so they know what happened and can those lessons to future planning decisions.

Abner Boles, Westside Community Mental Health, supported district based planning, and the naming of a facility for Cheyenne Bell, and offered the assistance of his organization in any way they can help on both counts.

Greg Gordon, PO, asked for expansion of the evening reporting centers to one in the Western Addition.

James Bryant, A. Philip Randolph Institute, thanked the Chief for the participation of several POs in their recent basketball tournament.

Kareem Mayfield, Straightforward Club, who will be turning pro (boxer) soon, spoke about the importance of groups like theirs that help develop youth character, discipline, and give them positive role models, and asked the Commission to consider supporting them.

Henry Medina, case manager, Instituto Familiar de la Raza, lamented that younger and younger kids are now involved in violent acts, and said there needs to be more funds to make more services available, but he personally didn't know how to go about getting grants, and many orgs didn't have people who could write for grants.
Comm Ricci informed Mr. Medina that she'd give some information to Dept staff about resources on the net that could go to to learn how to get grants. He should check with staff afterward.
L. Jackson-Simpson was asked about technical assistance that the Dept might give. She said it would be a fine line beyond which the Dept might be in conflict (perceived as giving preferential treatment or other inequitable help) in an RFP process.

(public comments)
There were no others.

8. (DISCUSSION) Committee reports, other reports

- President's comments
  President Queen again thanked George Smith, community members in attendance, and said that the Commission was committed to becoming cognizant of the pulse of the communities in regards to juvenile justice, and will continue to seek their input. The next Commission meeting will be in the OMI, and quarterly retreats (open to the public) are planned, the next one coming in Sept. He encouraged the community to keep coming and keeping the Commission informed. He asked Comm Chuck to work with the Chief and L. Jackson-Simpson on identifying a workable evaluation program for CBO services.
- Program committee
  Comm Rodriguez reported the main areas of discussion at the meeting (minutes available on JPC webpage), including arming some POs, better coordination between CBOs and POs on court reporting, and how to move forward on district based planning with regards to planning and contracting future services/programs. Comm Rodriquez commented that while they are not saying that the commission would change the policy on arming POs, they are willing to hold the discussion to hear all aspects and their implications. Comm Queen commented that Comm Hale's suggestion that POs get out to the community and become aligned with CBO staffs and community residents, so that they may derive more trust when they are out there, and CBO staff might accompany them to home visits.
  The Chief made it clear that he is not supportive of arming POs, and does not see this as a direction he wants to move the Dept. As for district based planning, it is a large topic and he will be seeking

out the Commission President to discuss how to get a "handle" on it.

- Finance committee
  Comm. Fetiçõ commented that it was the first of this year, and that the committee was still trying to get a handle on all the aspects of the Dept's operations, to help establish better processes that will lead to more cost effective measures. The next meeting is scheduled for Sept. 26.

(public comments)
Howard Smith said he was unhappy about the disproportionate funding of CBOs that do not help "their" kids –ie. African American.
Director of Development of Huckleberry, commiserated with the speaker about the lack of funding but hoped that they could all work together to increase the amount overall.
Rev. Toni Dunbar suggested the Commission's committees hold their meetings in the community also. She felt there needed to be a broad public education campaign on just what juvenile probation was doing and how to work through it (or know its inter relationships so that people could be referred to support services). Comm Queen said that Comm Rodriguez had already suggested having committees hold meetings in the community and would be looking into the logistics of doing this.
Alfredo Bojorquez, Juvenile Justice Providers Network, referred to the issue of CBOs directing submitting reports to the courts and said that from past experience he has seen where CBOs submitting their reports to POs resulted in their comments being excluded from final report to the court, so they go by way of the court clerk, to insure that their opinions are considered. While this is allowed, there needs to be a standard protocol set up in the Dept to resolve the problem.
He also was against arming POs.
He mentioned that many CBOs who run programs that are not funded by Juvenile Probation still submit reports to POs about their wards. This helps the PO do their work, and is "extra" effort from the CBO.
Howard Smith again spoke about the disproportionate amount of money going to a CBO (Huckleberry Youth Services) that does not serve the majority of youth in the system.
Jimmy Loyce, Dept Public Health, said these issues heard at today's meetings are not very different from those he heard as the first president of the Juvenile Probation Commission, 16 yrs ago. He encouraged the commission to be proactive and really bring some closure to some of them.

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
   Howard Smith urged the Dept to set up transitional housing for youth. This was a resource supported by the Dept a long while back (early 90s) but has been absent since.

10. (ACTION) Adjournment
    Comm Rodriguez announced that Comm Queen was being honored (as he spoke) by El Tecolote Newspaper for being a long time community activist for the Mission district.
    Comm Queen thanked everyone again for their honest and open expressions at the meeting. He encouraged them to continue coming, to the next meeting and after, to be heard.
    There being no further business the meeting was adjourned at 8:10pm

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL MEETING (RETREAT) of the JUVENILE PROBATION COMMISSION
To be held at WestBay Filipino Multi Services Center
175 7th St.
San Francisco, CA 94103

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11:00 AM Saturday, September 24, 2005

RETREAT AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approve minutes of July 9, 2005 meeting.
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION/ACTION) How committees will do their reports at the monthly Commission meetings. Use of action points and chronicle of actions to be taken.
(public comments)

5. (DISCUSSION) short term and long term goals for the commission:
   - Protocols of commission standing committees; exploring the possibility of holding meetings in the community; scheduling.
   - Progress toward district based planning.
   - Update on Log Cabin Ranch School/Hidden Valley Ranch

(public comments)

6. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

7. (ACTION) Adjournment

** Explanatory documents: Hard copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, may be obtained from the Probation Commission office by Sept. 20 Please call the office to make arrangements. (Some documents may be accessible electronically on the Commission webpage under agendas) Sept 9, 2005

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MINUTES OF SEPTEMBER 24, 2005 MEETING (RETREAT) of the JUVENILE PROBATION COMMISSION
held at WestBay Pilipino Multi Services Center 175 7th St. , at Natoma (Ed De La Cruz building)
San Francisco, CA 94103

1. (ACTION) Roll Call
   The Chair called the meeting to order but due to lack of a quorum, adjourned it to an informational exchange.
   Present: Comms. Chuck, Fetico, Queen. Excused: Comms. Rodriguez, Stiglich, Ricci. Absent: Comm Hale.

2. (ACTION) Review and approve minutes of July 9, 2005 meeting.
   (public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION/ACTION) How committees will do their reports at the monthly Commission meetings.
   Use of action points and chronicle of actions to be taken.
   (public comments)

5. (DISCUSSION) short term and long term goals for the commission:
   - Protocols of commission standing committees; exploring the possibility of holding meetings in the community; scheduling.
   - Progress toward district based planning.
   - Update on Log Cabin Ranch School/Hidden Valley Ranch

   (public comments)

6. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

7. (ACTION) Adjournment

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SEPTEMBER MEETING of the JUVENILE PROBATION COMMISSION
To be held at Ingleside Presbyterian Church
1345 Ocean @ Granada,
San Francisco, CA 94112

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5:30 pm Wednesday, September 28, 2005

AGENDA

1. (ACTION) Roll call and welcome to District 11 Supervisor Gerardo Sandoval.

2. (ACTION) Review and approval of August 24, 2005
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's report:
   - report on Juvenile Detention Alternatives Initiative (Bieringer)
   - report on Dept budget status
   - report on Juvenile Hall replacement project
   - report on language access issues (Chuck requesting)

   (public comments)

5. (DISCUSSION/ACTION) Update on any discussions held regarding implementation of district based planning in preparation of next year's activities.
(public comments)

6 (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
(public comments)

7. (DISCUSSION) Committee reports, other reports
   - President's comments
   - Program committee
   - Finance committee

   (public comments)

8. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

9. (ACTION) Adjournment

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September 21, 2005

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MINUTES OF SEPTEMBER 28, 2005 MEETING of the JUVENILE PROBATION COMMISSION
held at Ingleside Presbyterian Church 1345 Ocean @ Granada, San Francisco, CA 94112

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll call
The Chair called the meeting to order at 5:40pm Comms Fetiçõ, Chuck, Rodriguez, Stiglich were present at the gavel. Comm Hale arrived at 5:57pm. Comm Lingad Ricci was excused.
President Queen welcomed everyone to the meeting and thanked Leamond McGriff for helping arrange the space availability. He also thanked the church for the use of the space. Mr. McGriff also added his words of welcome to everyone and thanked Rev. Gordon of the church. President Queen then introduced Judson True, Supervisor Sandoval's aide, who made several comments to the assembled group, welcoming them, and emphasizing the importance of developing a community based "infra structure" that could serve as a pivotal resource for the planning and implementation of community based reforms and improvements that benefit the district. He said the Supervisor was aware of and supportive of the concept of community based planning and encouraged everyone to work toward this objective.

2. (ACTION) Review and approval of August 24, 2005
the minutes were approved without discussion, as written. (public comments) There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Rich Perino, Pres, DPOA, reflected on the passing of Sharon Bretz, who was a former adult probation officer and city commissioner.

4. (DISCUSSION) Chief Probation Officer's report
The Chief reported that they were making progress in addressing disproportionate minority confinement, having talked to the SE Community Center's Commission regarding holding court at that facility one day a week, and having POs stationed there to do attendant work. The proposal is before that commission, the Dept is awaiting an answer. He also mentioned that the Dept had submitted a progress report on Log Cabin Ranch, to the JPC's Program Committee (see their minutes).
   - report on Juvenile Detention Alternatives Initiative

   Garry Bieringer reported on his trip back to Missouri to visit their residential facility operations. He noted the strong peer culture there that ensured behavior management, and that their aftercare planning included looking at detention alternatives rather than incarceration alternatives. He said this was a fundamental difference in perspective. He also said that the language access subcommittee is deep in discussions on the extent of the problem and the ways to address it. Alfredo Bojorquez also commented on the work of the language access committee and emphasized the importance of resolving this as soon as possible so that service are not denied our clients, and we do not violate federal laws or other ordinances.
   - Dept budget status (no report)
   - report on Juvenile Hall replacement project

   Chief Siffermann reported that there was a walk through of the facility, which Comm Chuck attended. He mentioned that in preparing for the new facility, he was taken by the sensitivity of artwork in the new space, which youth contributed to, and gave him pause to re-think every process of how they did the work in the old facility, so that they can bring a similar sensitivity to the work in their new home.
   The Chief acknowledged the support of the Annie E Casey Foundation and Vera Foundation for underwriting the expenses of the Dept's visit to St. Louis to learn from the Missouri model.
   Comm Hale asked if there was any update on the topic of naming facility space. Chief Siffermann said he took it up with the City Attorney's office and they gave him an understanding of the process. He'll put that in a report to the commissioner.
   - report on language access issues

   this was a request from Comm Chuck, who just wanted to know the progress being made on this (reported in previous item above).
(public comments) there were none.

5. (DISCUSSION/ACTION) Update on any discussions held regarding implementation of district based planning in preparation of next year's activities.
Liz Jackson-Simpson reported that there was a matrix developed in concert with the Chief, regarding a format for proceeding with district based planning. The basic tenets of the matrix is to convene the JJCC, a

stakeholder group consisting of almost every city agency dealing with services, community groups, parent groups, the youth commission, to advise on decisions on spending, in October. Over several meetings they will look at the challenges faced by the Dept and the courts, and begin to map out what services are wanted and what gaps exist. Recommendations will be made for how to spend (particularly TANF, JJBAG, JJCPA) funds, and taken to the Chief to guide the Dept. they target a Feb. date for contracting.
Comm Queen said he was pleased that there will be a process to initiate this, given the acknowledgement from the Supervisor's office that it is a commendable concept, and that there needs to be an identifiable, strong infra-structure in the community that can assure neighborhood capacity to responsibly use grants and provide services.
(public comments)
Director of youth services, Bernal Heights Neighborhood Center, asked, in regards to district based planning, what consideration is given to city wide agencies that provide services across district lines.
Comm Queen said that the term district based didn't mean to only include resources that operate specifically in that district, just that resources and stakeholders in each district can decide what is best for that district.

6 (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
Alfredo Bojorquez echoed the last speaker's concerns for how multi-district operations fit into the decisions coming out of district based planning.
Mary Harris, OMI Neighbors in Action, is concerned with getting alternatives and programs in the OMI. She asked if the Commission could help in finding money to expand good programs that are in the community. There is also the need to find programs for those between 18 and 24 yrs of age.
Leamond McGriff, commented that he was very interested in helping pull together whoever shares the same concerns to see how a strong infra structure can be created where they can successfully claim funds to support needed services and programs in the community.
M. Harris commended the work of the Safe Haven and Family Resource Center.
Bill Pearce announced various community service events that youth are holding, Oct. 15, 28 and 30th.
Mike Brown, Inner City Youth, said that the critical issue is jobs, and has been since long ago. He expressed his frustration with how funds are spread around without concern for those organizations that are in the community. He thought some priorities were misplaced.
Ben Bautista, Straightforward Club, announced that they are running their boxing program at the Oceanview Rec and Park Tue/Wed/Thurs 1:30-5:30pm. He spoke in support of district based planning.
James Lancaster, Straightforward Club, spoke about his efforts in developing a youth council to reach out to students in all schools, and putting together different activities with them, such as hip hop theater, fashion shows, boxing, etc.
He'll be running a computer-learning center in the Hayes Valley community.
Renard Monroe, IT Bookman Community Center, 446 Randolph st., said the community is frustrated and looking for answers. There is a great need for services for 18-24 yr old youth. Job programs are insufficient (no openings) He's willing to speak to anyone to try and develop some answers.
Kwanza Morton, PO, mentioned some of the activities that the Southwestern Neighborhood Improvement Committee, and the efforts of a faith-based network.
Michael Chappie Grice, an elder in the church. He said that by now we know what works and what doesn't, so we should continue to identify quality programming, especially for young people, and seek for a zero population in the juvenile facility. He advocated for mentoring, teaching technology, and exposure to the great outdoors (mentioning an outward bound type program he is helping set up).
Ben Bautista announced a drawing contest Nov 5, with cash prizes for winners. He left flyers about it.

7. (DISCUSSION) Committee reports, other reports
Comm Hale suggested setting up some form of fee for service payments to providers. He thanked everyone for their comments.

- President's comments

Comm Queen said he appreciated everyone coming out to the meeting. He said he hoped that by the next time the commission comes out to the community, it will have come together and is able to show city hall what it is capable of. He thanked Leamond McGriff for his work. He also noted that Chief Siffermann is really trying to get dialog going in the dept to improve the work (initiating a series of brown bag lunch sessions), and thanked the Chief and Asst Chief for coming out to important community meetings like the one on community policing held Oct. 25 in the Western Addition.

- Program committee

Comm Rodriguez reviewed that they discussed the data collection process that had been used, and the problems encountered by it. They also spoke about ongoing safety issues for POs. the issue

of district based planning was briefly reviewed and seems to be progressing. Allen Nance, Asst. CPO, summarized his work in reviewing the status of Log Cabin Ranch (fully covered in his written report). Much needs to be done, but they have begun identifying and initiating actions that can immediately address some things.
Chief Siffermann commended A. Nance for the hard work and long hours he has spent in this task, and said it has renewed an energy that has not been there a while now.
Finance committee
Comm Fetiçõ summarized various points discussed: contracts with CBOs are in various stages of completion. Personal services contracts no longer need to be reviewed by the Mayor's Budget office. A question of whether we can return to a volunteer chaplaincy program. The ongoing exploration of merging two counselor classes for LCRS and JH. The workman comp. Costs, as well as OT are being reduced. They will be searching for a better evaluation tool to assess efficacy of funding services.
Comm Queen thanked Comm Fetiçõ for his close review of the Dept's finances, which has never been done to this degree of seriousness.
Comm Hale didn't know what the "hang up" was in efforts to merge the two classes. He also questioned the topic of changing the chaplaincy program.
Comm Stiglich commented that the Finance Committee is having "penny" conversations, really looking at every penny in the Budget, where it's going and if that's the best use of it, and in this respect, the question of the monies going to the chaplaincy program was raised. It is not being targeted, to the exemption of any other line item. Everything is being analyzed.
(public comments)
Alfredo Bojorquez, commented in regards to data gathering –as discussed in the Programs Committee meeting—that nobody is against collecting relevant data. It is a question of who does the gathering and how many times does this seem to be done repeatedly, the same surveys, by different providers.
In regards to the chaplaincy program, he did agree that it needs to be re examined, because his church, St. Peters, has long provided spiritual services to the JH population.
Liz Jackson-Simpson asked if the Commission would like a report from the chaplaincy group? Chief Siffermann said he has already had that in his notes to do for the next committee meeting.
Mike Brown said there needs to be a transition house for youth coming out of LCRS and back into the community. There has not been one for many years.
Director of the family resource ctr was alarmed by the talk of arming POs. She strongly opposed this.
She also is very disappointed there isn't enough language appropriate services for non-native English speakers in the city. This is a responsibility of government. She emphasized the need for developing a close relationship and trust between the community and the dept.
Comm Stiglich commented that this topic (arming POs) was only one aspect of a larger discussion about PO safety. It is not enough to just say if you were a "good guy" vs. a "butt-hole" you wouldn't have a problem. There is a valid concern about the safety of those POs who are seen as law enforcement, but it did begin a larger inspection of how the Dept relates to the community and how maybe that could be improved.
Greg Gordon, PO, spoke in favor of arming some POs. There is a need at times.
Rich Perino, Pres. DPOA, said POs are not social workers, community workers, but peace officers, with obligations as such. This places them in a different light, and opens them up to different potential dangerous scenarios that the former do not face.
L. McGriff, spoke in opposition to arming POs. He said they need to learn different skills to de-escalate situations.
Henry Medina, IFR, said that he's never felt fear for his safety while working in the community. He is also opposed to arming POs.

8. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Alfredo Bojorquez, speaking for the providers network, said that the Dept was warned before hand –by line staff and CBOs--, that their planned organization of the probation services division would not work, but they went ahead and did it anyhow, and now the results show that it is counter productive and has created nothing but problems. He asked that it be replaced with one that works.
Comm Queen said that the Chief is taking those concerns to heart and is looking into re designing probation services.
Comm Hale commented that there is a lack of effort from San Francisco, seeking federal grants. This goes for the Dept and community organizations.
The Chief said that where he came from, they had specific staff that searched out grant money. He is now setting up meetings with the Zellerbach Foundation for a modest grant.
Rich Perino, Pres of DPOA. Said that Dept money goes to CBO services at a rate of two times the amount given to employ POs.
Erin Brown, of CARC and IFR, stated that there is an extraordinary level of hostility from some POs

toward the CARC.
Henry Medina, IFR, speaking about the PrIDE survey, said that the "word" out on the street with the kids is to not answer any of those questions.
Comm Stiglich said that if not PrIDE, there still needs to be an evaluation of program services.

9. (ACTION) Adjournment There being no further business, the Chair adjourned the meeting at 7:50pm.

in Honor of Sharon Bretz

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF OCTOBER MEETING of the JUVENILE PROBATION COMMISSION
To be held at the SOMA Recreation Center
270 6th St. @ Folsom St.
San Francisco, CA 94103

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OCT 11 2005

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5:30 pm Wednesday, October 26, 2005

AGENDA

1. (ACTION) Roll call and welcome to District 6

2. (ACTION) Review and approval of September 28, 2005
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's report:
   - report on Juvenile Detention Alternatives Initiative (Bieringer)
   - report on Dept budget status and general Dept operations
   - report on Log Cabin Ranch
   - report on Juvenile Hall replacement project

   (public comments)

5 (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
(public comments)

6. (DISCUSSION) Committee reports, other reports
   - President's comments
   - Program committee
   - Finance committee

   (public comments)

7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

8. (ACTION) Adjournment

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October 12, 2005

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MINUTES OF OCTOBER 26, 2006 MEETING of the JUVENILE PROBATION COMMISSION held at the SOMA Recreation Center 270 6th St. @ Folsom St. San Francisco, CA 94103

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll call. Welcome by host agency.
The President called the meeting to order at 5:50pm Comms. Rodriguez, Chuck, Hale were present at the gavel. Comms. Fetico, Ricci, Stiglich were excused.
Adela Baker, Recreation Director, welcomed the commission and thanked them for bringing the meeting to the south of market area. She extended an open invitation to use the facilities for any future meeting. The President thanked her and her whole staff.

2. (ACTION) Review and approval of September 28, 2005
Upon motion by Comm Rodriguez, 2nd by Comm Chuck, the minutes were approved as written.
(public comments)
there were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Christopher Chow, Director of the Village Beacon Ctr, at George Washington HS. He spoke about the case management program they operate, but stated that there is an under served population out in the district, and invited the commission to come out to learn more about the issues in the Richmond/Sunset.
Anita Sanchez, Bd of Directors of West bay Pilipino Multi Service Ctr, spoke about their programs that serve SOMA youth. There is a population of high-risk youth that need services. SOMA is absent many of these. Years ago Canon Kip served youth, but was closed. She encouraged the commission to look at ways these services could be supported.

4. (DISCUSSION) Chief Probation Officer's report:
   - report on Juvenile Detention Alternatives Initiative (Bieringer)
   G. Bieringer submitted a written report (available from JPC office). This is going well and there will be a dept wide training on it to fully orient staff on it.
   He further mentioned some activities going on in the Dept. 1) circulation of a draft mission statement and dept values statement. When the entire Dept has had a chance to speak about it, it will be submitted to the Commission.
   He and the Asst. CPO attended a town hall meeting for a 6 mos review of his work, held in the Bayview. It was a good meeting. He will be holding the first meeting of a parent advisory group that will meet on Saturday.
   They are forming a workgroup to look at the reorganization of the Probation Services division.
   He has met with the Zellerbach Foundation and they seem interested. He is hoping for a follow up call, and potential for their support.
   - report on Dept budget status and general Dept operations
   M. Lui said that the Controller's monthly projections of the Dept's operations, and the most recent showed a potential surplus of from $112-$195K. this will probably not happen as the Chief is planning to do some hiring, and costs in the Fall/Winter part of the year typically increase. A positive is that because the Dept is not projected to be in deficit, the normal processes for approving hiring requisitions are being eased.
   Workers Comp is budgeted at $1.5 mil, which is double what it was 3 yrs ago. For the first 3 mos, the costs have been about half of what is budgeted for that period. This will not be straight line so it will not come in at that level, end of the year.
   He said there will be some unexpected costs, eg. natural gas.
   The next fiscal year budget process will begin sometime in Dec.
   Comm Chuck asked about the Log Cabin Ranch budget. Lui said it was on budget. Propane costs are up. They are paying some bills in arrears for water treatment. The non-salary costs look to be high, but salaries are on budget. Food costs are also high. They are paying off some bills from the prior year. So they may be a little over in materials and supplies, but WC is lower.
   The Chief said that status quo is not what they are seeking, either in budget or programming. As it improves, the budget will grow.
   - report on Log Cabin Ranch

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Toni Powell, Director, briefly said that they are improving programs and emphasizing a family like setting. The staff is working hard on this and on addressing the concerns that the commission has had.
The Chief added that many things are being done to change the attitudes and climate of LCRS. The dormitory is now changed so there are tables and chairs where kids can sit and study. He mentioned that one Saturday night he and the Asst. CPO went down there and had a pizza making snack session, which the youth got a kick out of.
He said that even the staff is now willing to look at the staffing patterns in an attempt to reduce OT, something they hadn't done in previous administrations. This is reflective of a new sense of cooperation.

- report on Juvenile Hall replacement project
There are things that will delay the opening date of Jan: It will now be later than that. No exact date given. There are work items, which were removed from the design phase. The project director considers them enhancements but the dept sees them as security requirements. To replace them in the plan is going to demand more expense and a full assessment of the amount needs to be made before they go to the Bd of Supervisors.
Comm Hale asked for JC Winship to give a full report at the next commission meeting.
He also asked the Chief to give a report on plans for Hidden Valley Ranch vis a vis the Mayor's comments today at his state of the city address. Comm Queen said that the Mayor's committee on Log Cabin Ranch made recommendation that no recommendations be made re. Hidden Valley Ranch for now.

(public comments)
There were none.

5 (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
Ed Jocson, WestBay Pilipino Multi-service Center, spoke about the needs of the SOMA neighborhood, with a large population of Pilipino youth. He mentioned that WestBay served youth but due to funding restrictions, they couldn't serve youth over 17 yrs of age. There are many between 17 and 24 that need services. He mentioned an after school program they used to run, but now has closed and he encouraged the commission to look at the needs of the area in future programming. He said that under the concept of district based planning the people in SOMA should come up with cultural appropriate services.
Maria Su, Exec. Director, VYDC, welcomed the commission. She said the town hall meeting was successful and commended how the Chief has been working with the communities. She was pleased to hear that the Dept is looking for additional outside financial resources.
She urged the Dept to go to multi year funding, like DCYF has. She said that intervention services are needed, but so are prevention programs. She hoped that in the next round of RFPs there would be a call for prevention, with emphasis on young girls.
She mentioned that 30% of the 3500 kids in the Tenderloin are APIs.
Loan, case manager at VYDC, also emphasized prevention needs. She mentioned that VYDC is trying to build collaborations with other service providers, using the youth empowerment model.
Misha Olivas, resident of District 6, said that this district is neglected. Housing and jobs are being lost, and as far as education, there's only one elementary school in the district. She said there needs to be youth services and a community center to go to for services, help.
Rudy Corpus, United Playaz, spoke for the need of a community center in the district. Once there was one, called Canon Kip, but it was closed and replaced with this rec. ctr. This is not the same thing. He asked for the commission's support in getting a community center.
Rev. Toni Dunbar, announced that the Arc of Refuge, Coleman Advocates and the Mayor's office rehabilitated the space, 4500 sq ft., at Howard and Harriett. She offered this space to address the issue raised about needing a community center. She mentioned several programs they are planning to operate.
Comm Queen asked who runs the center. It is a project of the Arc of Refuge.
Patrick Deocampos, case manager at WestBay Pilipino Multi service Ctr's juvenile diversion program. He lamented the loss of the after school program they used to run, serving 20-40 kids. He asked the commission to do what it could to help WestBay restore its funding.
Comm Hale commented that one way to resolve funding issues might be to create a fee for service process of payment.
Loan, VYDC, echoed Rudy's call for a community center in the SOMA area. She said the Tenderloin itself has territorial issues already and cannot adequately serve SOMA youth.
(public comments)
none further.

6. (DISCUSSION) Committee reports, other reports
   - President's comments
     Comm Queen said that it is real important to have the commission meetings in the communities because they don't easily come out to city hall. He would like to have communities be able to connect with other communities at these meetings and begin to lay out plans and ideas for how the Dept can serve its youth.
     He said the next commission meeting would be in the Richmond Sunset district on Nov. 16.
   - Program committee
     Comm Rodriguez reported that there was no quorum so a meeting will need to be re scheduled for Nov.
   - Finance committee
     None of the committee members were present.

   (public comments)
   There were none.

7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
   Rev. Toni Dunbar asked if the commission would be interested in touring the facility she mentioned earlier. It will be arranged.
   Comm Hale asked about the evaluation system for contracts currently. What criteria for reviews are being used? The Chief said that as they put together the new contracts, there would be definite measurables and outcomes. His perspective is that the Dept should be held responsible for the performance of the kids. He said the principal case managers should be the POs.

8. (ACTION) Adjournment 7:05pm
   Comm. Queen said that Comm Ricci asked to have the meeting end in a prayer for her nephew, *Alex William Lingad*, left in a coma from an auto accident; for the three young children thrown into the bay, *Trayshaun Harris, Travante Greely, and Joshua Harris;* and for *Rosa Parks,* mother of the civil rights movement.
   Rev. Toni Dunbar said a prayer, and the meeting was adjourned in their names.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF OCTOBER MEETING of the JUVENILE PROBATION COMMISSION
to be held at Visitacion Valley Community Development Corporation
1099 Sunnydale Ave 3rd floor
San Francisco, CA 94134

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5:30 pm Wednesday, November 16, 2005

AGENDA

1. (ACTION) Roll call. Welcome by host agency. Remarks by District 4 Supervisor, Fiona Ma

2. (ACTION) Review and approval of October 26, 2005
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's report:
   - report on Juvenile Detention Alternatives Initiative (Bieringer)
   - report on Dept budget status and general Dept operations
   - report on Log Cabin Ranch
   - regional CYA facility exploration
   - report on Juvenile Hall replacement project

(public comments)

5 (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
(public comments)

6. (DISCUSSION) Committee reports, other reports
   - President's comments
   - Program committee
   - Finance committee

(public comments)

7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

8. (DISCUSSION) Requests for future agenda items.

9. (ACTION) Adjournment

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October 31, 2005

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JBP
#2
11/16/05

MINUTES OF NOVEMBER 16, 2005 MEETING of the JUVENILE PROBATION COMMISSION
held at Visitacion Valley Community Development Corporation 1099 Sunnydale Ave 3rd floor
San Francisco, CA 94134

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll call. Welcome by host agency. Remarks by District 10 Supervisor, Sophie Maxwell
The Chair called the meeting to order at 5:35pm. Comms. Rodriguez, Hale, Fetico were present at the gavel. Comm Chuck arrived at 5:50pm Comms Ricci, Stiglich were excused.
Supervisor Maxwell gave her comments later in the meeting.

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2. (ACTION) Review and approval of October 26, 2005
The minutes were approved as written.
(public comments)
there were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

4. (DISCUSSION) Chief Probation Officer's report:
The Chief briefly spoke about the JJCC meeting yesterday, where various reports were given updating activities in the JDAI, some of the things the Dept was going to do in its next RFP process, and how it will get community input into this.
The Chief mentioned that there is a workgroup revisiting the organization of probation services, and will come up with a new plan for implementation.
   - report on Juvenile Detention Alternatives Initiative
   work is continuing on all the committees, nothing new to add.
   - report on Dept budget status and general Dept operations
   The Chief passed out a one-page report prepared by M. Lui.
   - report on Log Cabin Ranch
   The anger management program will be extended. He reported that he had a mtg with the Director of Rec and Park. The Probation Dept has asked for the sod from Monster Park (will have first option for it). He also mentioned that they are exploring a collaboration between the Dept and Rec and Park, whereby youth might be able to transition into Rec and Park employment upon leaving this Dept. He also mentioned that Goodwill Industries is willing to discuss setting up a computer repair program at LCRS
   - regional CYA facility exploration
   The Chief said the Bay Area Chief Probation Officers are discussing the possibility of a local regional facility to take the place of CYA placements, but there is an entirely other issue of becoming a correctional operation.
   Comm Fetico asked what specific programs are operating at LCRS. They are increasing the mental health programming, involving family therapy. The SFUSD program is getting better, 3 youth are taking college classes at College of San Mateo, via computer. They are implementing a quarterly project for the residents, with time-limited objectives, so they can make an impact on their environment while at LCRS.
   There was a short discussion about revenue generation prospects, if the living configurations could be changed. The Chief said that would be discussed at the Bay Area CPO meeting tomorrow, but there is also the question of job duties being eligible for the reimbursement.
   There are 20 residents now, another coming by week's end.
   Ques: impact of having two 20yr olds at LCRS. The Chief said that they have different demands, but they bring a greater maturity level to the group, raising the general culture of the population. They can be models for the younger ones to emulate.
   - report on Juvenile Hall replacement project
   J. Chow Winship reported that they have spent about 90% of the budget for phase one, but have another 4 mos estimated left in completion of phase one of the project. The projected move-in date is the early part of May.
   She said that the utility infrastructure, building construction including architectural finishes, installations,

furnishings, equipment remain to be completed. Then testing of the mechanical systems. They need an additional (estimated) $6.7 mil to complete the project.
One problem being addressed now: electrical consultant did not include wiring, in the drawings, from required nite lights to wall light switches. There are 2 lights in each room. One regular ceiling light, and the nite light –required by Board of Corrections (BOC). The lights were put in, but had to be taken out because there was no way to turn them off separately. They chose a "make shift" solution to the problem.
There was a discussion regarding responsibility for such problems. Chow Winship said that DPW is in charge of the project. There is the Project Manager (Chris Bigelow) and the Construction Manager (both of DPW). The construction management team is comprised of both DPW staff, and the contracted construction management firm. Also, field engineers and outside inspectors are part of the construction management team. She was asked for a breakdown of where the extra costs are: She read figures she got from Chris Bigelow: $2.9 mil in change orders (including $1.2 mil for security requirements, and the nite light problem). She said that security requirements were "value engineered out" at the beginning of the project. $2.6 mil for project control (presumably the cost of the "extra" management). This cost was questioned, and Chow Winship said there might be a number of parties responsible for this cost, including the consultants/architectural team. Whether they will be pursued to assume this responsibility is up to the city. The "correction" to the light issue was questioned.
Chow Winship said that the extensions of time for the project were due to weather and site conditions. She recounted that the project originally came in at an estimated 10% over what was estimated, so in cutting back, a lot of compromises were made. Now that the building is there, deficiencies in safety and security can be seen, so the Dept has made several requests for those requirements (which DPW calls enchancements). The Chief commented that all these "enhancements" are not. They were all aspects of the original project, items required by the BOC, which were "engineered out" by DPW without the advice or consent of the Dept. He gave an example of the perimeter fencing design, which would allow weapons or other contraband to be thrown into the compound easily.
Comm Queen asked Comm Chuck to take this issue up in committee and report back to the commission. Chow Winship said that Chris Bigelow might need to come and report for DPW.

(public comments)
Comm Chuck mentioned the Chief had a meeting with the Asst. Prime Minister of Belgium, and the Chief briefly spoke about the meeting with the delegation. Comm Fetico briefly spoke about his experience with youth in Argentina (from a recent trip), and commented about how they all read well, and return to their homes at an early hour (8pm). There is a strong peer culture there.

5 (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
Supervisor Maxwell thanked the commission for being in the community, and acknowledged that the Chief is availing himself of many opportunities and venues to get to know the city and the communities and thanked him for his work. She also referred to her continued concern for and interest in LCRS, and her alarm about the problems in the juvenile hall replacement. She said there is a lot more work to be done and encouraged all to continue their efforts.
Sharon Hewitt, C.L.A.E.R project. Welcomed the commission and thanked them for coming to the community. She spoke about working with the Chief on a case review and the learning process that resulted. She commented that changes in the scheduled welfare payments will cause new problems, possibly more attempted robberies.
She mentioned a recent federal drug bust involved individuals who had come through the juvenile system.
She encouraged the commission to keep coming out to the community, and she offered to help reach out to the community to come to the meeting. She suggested holding it at Sunnydale.
She spoke about pathways to work in areas that offer opportunities for employment. She gave examples of how tie-ins could happen, from preferential hiring connected with letting out contracts, to implementation of internships by contractors. She said that combined dept approaches, and thus combined commissions attention needed, are demanded.
(public comments)
no other.

6. (DISCUSSION) Committee reports, other reports
- President's comments
  Comm Queen thanked all the committees for continuing to do their work, and said that we would

have to redouble our efforts next time in outreach when we hold a meeting. There was a certain amount done for this meeting but apparently wasn't enough. He also announced that the Dec. meeting would be held on the 19th.

- Program committee
  Comm Hale briefly summarized the topics discussed, especially the issue of PO safety (ongoing discussion, see previous meeting minutes). The Asst Chief and the Chief said that it is the Dept's desire to re define the duties of POs so that their personal safety is not compromised. There were no actions taken at the meeting.
- Finance committee
  There wasn't a report.

(public comments)
there were none.

7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
there were none.

8. (DISCUSSION) Requests for future agenda items.
Comm Hale asked that Chris Bigelow come report to the commission.
Comm Hale commented that there was no violation of the Brown/Sunshine act at the JJCC meeting by his and Comm Chuck's attendance.

9. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 6:57pm.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF DECEMBER MEETING of the JUVENILE PROBATION COMMISSION
to be held at Sunset Recreation Center
29th Ave and Lawton St.
San Francisco, CA 94122

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5:30 pm Monday, December 19, 2005

12-02-05A08:02 RCVD

AGENDA

1. (ACTION) Roll call. Welcome by site agency. Remarks by District 4 Supervisor Fiona Ma

2. (ACTION) Review and approval of Nov. 16, 2005
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's report:
   - report on Juvenile Detention Alternatives Initiative (Bieringer)
   - report on Dept budget status and general Dept operations
   - report on Log Cabin Ranch
   - regional CYA facility exploration
   - report on Juvenile Hall replacement project

(public comments)

5 (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
(public comments)

6. (DISCUSSION/ACTION) Possible action on recommendation from Program Committee regarding naming spaces in the new Juvenile Hall building.
(public comments)

7. (DISCUSSION) Committee reports, other reports
   - President's comments
   - Program committee
   - Finance committee
   - Facilities committee

(public comments)

8. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

9. (DISCUSSION) Requests for future agenda items.

10. (ACTION) Adjournment

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Dec. 1, 2005

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MINUTES OF DECEMBER 19, 2005 MEETING of the JUVENILE PROBATION COMMISSION
held at Sunset Recreation Center 29th Ave and Lawton St. San Francisco, CA 94122

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll call. Welcome by site agency. Remarks by District 4 Supervisor Fiona Ma
The Chair called the meeting to order at 5:39 pm Comms. Hale, Chuck, Fetico, were present at the gavel. Comm Stiglich arrived at 5:44pm. Comm. Rodriguez and Ricci were excused.
Scott (woolsey?) Rec Director at the Ctr, welcomed the Commission, and spoke about the importance of their roles and those in the Rec and Parks Dept, in the positive organized development of youth. He mentioned a new youth employment program at Lawton school. He thanked the Commission for their work and offered his help in any way possible to continue the work. Comm Queen thanked him for his comments. Supervisor Fiona Ma thanked the Commission for their coming out to the communities to maintain a healthy relationship in helping the youth of the city.

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2. (ACTION) Review and approval of Nov. 16, 2005
Upon motion and seconded, the minutes were approved as written.
(public comments)
There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

4. (DISCUSSION) Chief Probation Officer's report:
   - report on Juvenile Detention Alternatives Initiative

   G. Bieringer reported that many people from SF have attended conferences and trainings regarding the JDAI initiatives, recently. He said that much data will be analyzed to see how disproportionate minority confinement is being addressed here. The risk assessment instrument is soon to be ready to be implemented –in January.
   Comm Hale questioned the rise in robbery arrests.
   - report on Dept budget status and general Dept operations
   The Chief said he would allow the Commission's finance committee to report on this topic, covered in their meeting, and he added a written report (handed out to the Commission at this meeting). He also referred to the announcement of a grant award from the Zellerbach Foundation, and asked for the Commission to approve its acceptance. Comm Hale said that in the past the Dept would prepare such resolutions for the Commission to sign. This can be done for the January meeting.
   - report on Log Cabin Ranch
   They are in a process of assigning costs for the upcoming years' operation of LCRS. There are currently 21 youth there, with 3 awaiting placement from juvenile hall. The clothing is being changed for a greater esprit de corps. The school program will also extend its daily hours. The other programs there are still in development, with other agencies (DCYF, MOCJ, Goodwill Industries) in the discussion, and the Chief is participating in the re-entry council (which he co-chairs). He is connecting with the ironworkers's union. The objective of these explorations is to develop employment directed goals so that youth can immediately transition to formal apprenticeships or training when leaving LCRS.
   - regional CYA facility exploration
   The Bay Area CPOs are set to meet Jan. 24th to discuss this. Books not bars has a report and MOCJ is talking with Joan Petercilia at UCB, about using a graduate school class to look into the implications of a regional CYA alternative (state funded). The JET foundation is possibly interested in supporting this project.
   Comm Hale made comments about not diluting our resources and energies from services to "our" kids, when looking into the "regional" issue. Comm Stiglich commented that this is part of the wider picture of service to kids we send to CYA. The Chief said he is aware of the issues involved, and will keep the Commission abreast of how the discussion is going.
   - report on Juvenile Hall replacement project
   Chris Bigelow reported that the project's first phase was approx. 90% done, with final completion slated for May 2006. Phase 2, the outside areas would be completed in April 2007. they are developing a

funding request for the Bd of Supervisors to make up a deficit. Comm Fetico asked about the electrical for room lighting and Bigelow explained a missing element in the construction drawings, which led to missing wiring for the separate control of room night lights. They are now fixing that problem. Asked how this will be paid for, Bigelow said, if the City is successful in its suit against the contractor's insurance carrier, that cost will be reimbursed to the general fund.
Comm Chuck encouraged other commissioners to go through the facility to get a first hand look at the conditions. Bigelow said that there are some conditions, which were below construction standards and have to be re-mediated by the contractors.
(public comments)
Rev Toni Dunbar said that the vast majority of those were charged with lesser crimes at disposition. She said that this charge has not been the appropriate one applied. There should be some focus on why certain charges are being used (or over used).

5 (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
Ron Stickels of Sunset Youth Services, spoke about the misperception of the types of youth being served in the Sunset district. This has led to less resources being given to them to continue serving these youth. For instance, of their own cases, just over 20% come from Bayview, and about 18% come from Western Addition/Fillmore.
They work with other resources like Impact High, Bay HS, to serve these youth, but still are denied resources when the Dept offers contracts.
Michael Funk, Director, Sunset Beacon Ctr, echoed Stickels He stated that the number of kids on free or reduced lunch in the sunset is equal to the number in the Bayview (report from DCYF). Per household earning in the sunset makes it only the 7th highest out of the 11 districts. He hoped that the future work of the Commission would involve Ron Stickels and the Sunset Youth Services.
Comm Stiglich commended Stickels and his organization and agreed that resources should not be divided along geographic lines, but populations.
Comm Queen thanked those who spoke and commented that he agreed there needs to be cross relationships between districts and services.
(public comments)
Liz Jackson-Simpson reviewed the community focus group meeting in the Mission district last Tuesday, where over 70 individuals participated. Some main points: customer service attitudes of dept and public defender staff, community youth centers and family focused plans, jobs and vocationally related educational programs. The Chief emphasized that this family orientation was a central point in the direction of the Dept's work.
L. Jackson-Simpson thanked Horizons and Instituto for hosting the meeting.

6. (DISCUSSION/ACTION) Possible action on recommendation from Program Committee regarding naming spaces in the new Juvenile Hall building.
Comm Hale said that some sort of protocols need to be developed to address the interest of people in having a "wall of fame" in the new facility. He said the City Attorney's office opinion allows the Commission to proceed with recommendations for naming spaces.
So the Commission should
(public comments)

7. (DISCUSSION) Committee reports, other reports
- President's comments
  Comm Queen thanked all those who came out to the meeting to address the Commission. He acknowledged Captain Sanford, of the Taraval Station. He passed out a document from the African American Police Community Relations Board, for the commission's review.
- Program committee
  Comm Hale reviewed some of the topics discussed at the meeting (minutes available on website). No actions were taken at the meeting.
- Finance committee
  Comm Fetico reviewed some of the items addressed, and commented that the new budget planning process is underway. The Finance Committee will be reviewing the Dept's draft budget proposal in January.
  The Chief said that they are doing their best to develop a budget that holds the line on costs but requests resources needed to do what the Mayor's office expects of the Dept, and what he wants to

accomplish.
Comm Stiglich emphasized that we need to show that the Dept is conscientiously spending where needed and cutting expenses like WC/OT where possible. She referred to the Chief's mention of an acknowledgment Sam Kinghorne received for his work attending to the WC costs in the dept. At this, the Chief did mention the award that Kinghorne received.
Comm Fetico commented that he felt that there was nothing special about someone doing the job he was hired to do, and that he appreciated that people were doing what they were supposed to do.

- Facilities committee
  Comm Chuck apologized to Comm Stiglich for changing the time of the meeting to one she was not able to make, but needed to do it when they could walk to the facility during day light. There were some alarming situations with the construction given it is a new facility, but they will remain in contact with Chris Bigelow in regards to the remedies.

(public comments)
G. Bieringer mentioned that there were some therapists from the Multi Systemic Treatment program, who were present at the community focus group meeting in the Mission, and felt that it was a good thing that there are now therapists working with the families of youth in the Dept.

8. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

9. (DISCUSSION) Requests for future agenda items.
Comm Hale asked about establishing the criteria for success/failure of programs and services, and lines of responsibilities and accountability for them. He asked the Chief to respond to that at a later time.
Rev. Toni Dunbar said that some of the comments coming from the communities being served, may be useful in establishing those criteria.
Comm Chuck asked the Chief to announce the conference on Restorative Justice, in Jan. 2006. He said that while the Dept is co sponsoring it, we have not yet adopted the principles of Restorative Justice. This is one goal he has for the new year and holds a great potential for transforming the juvenile justice system here.
Liz Jackson-Simpson announced a Dept sponsored training on Jan. 10, on evidence based practices.

10. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 7:17pm.

NOTICE OF JANUARY MEETING of the JUVENILE PROBATION COMMISSION
to be held at City Hall room 400
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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JAN 19 2006

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5:30 pm January 25, 2006

AGENDA

1. (ACTION) Roll call.

2. (ACTION) Review and approval of December 19, 2005 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION/ACTION) Chief Probation Officer's report:
   - Consideration of resolution to accept a grant of $50K from the Zellerbach Foundation
   - Consideration of adopting Dept's statement of vision, values, and mission.
   ** explanatory documents:

   (public comments)

5 (DISCUSSION/ACTION) Review of Dept FY 06-07 budget, with consideration of recommendations from Finance Committee. **explanatory document: draft budget
(public comments)

6. (DISCUSSION/ACTION) Consideration of endorsing Action Steps to End Violence and Murders in San Francisco. (Queen) **explanatory document:
(public comments)

7. (DISCUSSION) Committee reports, other reports
   - President's comments
   - Finance committee

   (public comments)

8 (DISCUSSION/ACTION) Request from Comm. Lingad Ricci to give acknowledgment to Sensei John Collins of San Francisco.
**explanatory document: resolution
(public comment)

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

10. (DISCUSSION) Requests for future agenda items.

11. (ACTION) Adjournment

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January 18, 2006

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MINUTES of JANUARY 25, 2006 MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall room 400 1 Dr. Carlton B. Goodlett Place San Francisco, CA 94102

1. (ACTION) Roll call.
The Chair called the meeting to order at 5:37pm. Comms. Ricci, Fetico, Stiglich, Beijen were present at the gavel. Comm. Rojas arrived at 5:40pm, Comm Hale, at 5:42pm.
The Chair welcomed the two new commissioners, Dirk Beijen and Susana Rojas.
Susana has worked in the Mission district for the past 12 yrs and is currently with the Boys and Girls Club.
Dirk is a retired policeman and currently teaches at the Life Learning Academy.

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2. (ACTION) Review and approval of December 19, 2005 meeting minutes
The minutes were approved as written.
(public comments)
There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Alfredo Bojorquez, Youth Services Coordinator, Instituto; wished the commission a good new year and welcomed the new commissioners. He spoke in support of the acceptance of the Zellerbach grant, and the Dept's proposed mission and values statement, but felt it needed a clearer statement of striving for cultural competency in dealing with its clientele. In regards to the dept budget he said that the commission should seriously explore the possibility of multi year funding of CBO services, so that services aren't interrupted every year with the sometimes delayed budget process. He also expressed support of the proclamation requested by Comm Ricci and said the commission should do more of these in the future.

4. (DISCUSSION/ACTION) Chief Probation Officer's report:
   - Consideration of resolution to accept a grant of $50K from the Zellerbach Foundation
   The Chief said that this grant would allow the Dept to hire a technical assistance person to develop a proposal that hopefully will result in a multi year grant for organizational development and planning. Part of this initial grant would also include support in constituting a youth, and parent advisory group, and some support for training and professionalization activities.
   Comm Hale expressed a concern about not re-treading past efforts –vis a vis 'strategic planning'. The Chief said that the summations of past studies could be integrated into what might be proposed in this latest iteration of a plan.
   Comm Hale said he hoped the Dept was not just planning things unilaterally. The Chief said that it wasn't, that in regards to youth employment they were working along with DCYF. He also said that organizational development wasn't just for in-house staff, but building stronger partnerships with CBOs.
   Comm Hale moved to approve the resolution, seconded by Comm Stiglich. **Upon voice vote, the motion carried 7-0.**
   - Consideration of adopting Dept's statement of vision, values, and mission.
   The Chief reviewed how this statement came about. It was drafted and looked at during a brown bag lunch with some Dept staff, with initial comments being generally positive. Since then he is aware that there was a concern for including clear statements of cultural competency in serving our clientele.
   Comm Hale asked if there had been enough buy in from Dept staff? The Chief said that the point of this is that these values should be the bedrock upon which all service goals are laid. They are not currently what the Dept reflects, but they are what it should strive to be. It is a living document. Comm Fetico asked about accountability measures. The Chief said that once goals are set against the mission and values, then they can be compared continuously for performance assessment, and not just annually.
   It was agreed that the requested amended language for cultural competency would not need further approval from the Commission.
   Comm. Beijen moved, seconded by Comm Stiglich, to approve adoption of the Dept's mission, vision, and values statement, with the noted amendments to include cultural competence in it. **Upon voice vote, the motion carried 7-0.**

(public comments)
there were none.

5 (DISCUSSION/ACTION) Review of Dept FY 06-07 budget, with consideration of recommendations from

Finance Committee.
Comm Fetico said that the Finance Committee was not ready to make any recommendations as there has not been a meeting and review of the Dept's proposed budget yet.
It was decided to hold a Finance Comm mtg next Monday, the 30th, with a call for a special meeting of the full commission, sometime thereafter, to move on any recommendations.
Comm Hale asked if the budget process has changed. He had an impression that the Mayor's office was going to come up with a proposed budget and then letting Depts weigh in on it. In the past, the Dept admin had convened division managers to come up with a dept budget.
The Chief said that there were some new factors that came into play this year, with the inclusion of community focus group meetings to identify some programming directions in the new year.
Comm Hale said there needs to be a formal process in place.
Comm Ricci said she was confident that we would be able to work with the Chief on the budget and move ahead.
Comm Stiglich commented that she appreciated the Dept's efforts to accommodate the commission's requests. She thinks our financial situation is good and this may be the first real year of putting a budget together with the Chief. The Finance Committee has been gathering input, and hopefully these things will be considered in the budget deliberations. She commented that it is important to present a unified, single voice for the Dept when communicating with external bodies.
Comm Hale commented that individual commissioners can gather info but should clearly distinguish their individual interests from official interests of the commission. Asked about lay-offs, the Chief said he is not preparing a budget dependent on lay-offs.
Comm Queen commented that protocol set up between the commission and dept was that all information for the commission would come from respective committeee chairs to the Chief, and that the inquiry made from the commission for information about the budget, while substantively correct, was not done within that established protocol.
Comm Stiglich commented that the concerns expressed by Comm Hale have been kept on the agenda of the Finance Committee (eg. Huckleberry) and that they have been continually looked at.
Comm Queen commented that the Commission is trying to see that the Dept is setting up a process and that this is ongoing, hopefully by next year it will be firmly in place.
(public comments)
there were none.

6. (DISCUSSION/ACTION) Consideration of endorsing Action Steps to End Violence and Murders in San Francisco.
Comm Queen asked the commissioners to review the Bd of Supervisors' proposed charter amendment regarding homicide prevention, and compare it to the document he submitted.
He had some questions about the process delineated in the charter amendment and participation by relevant parties (such as the Commission) in the implementation steps after the fact. He felt the Commission should have had an opportunity to help develop the amendment from the beginning.
Comm Hale asked the secretary what was expected of the commission in regards to the proposed charter amendment. The Secretary said that the email correspondence notified the commission, among others, of the pending proposed amendment, to be heard in the Rules Committee, and that the Commission and/or Commissioners were free to given written or oral response to the committee. He did not recall when the Rules Committee was slated to meet.
Comm Queen did mention a select committee of the Bd, on violence, chaired by Supervisor Maxwell, that will be meeting on Monday. The Chief commented that he knew about the convening of this committee but was not invited to attend and give input, but he did go and made public comment drawing the need to involve the families of those youth impacted by this issue.
(public comments)
there were none.

7. (DISCUSSION) Committee reports, other reports
   - President's comments
     Comm Queen thanked the Finance Committee and the Chair of it, for their persistent attention to the Dept's budget. He also announced that he was appointing Comm Hale as Chair of the Program Committee.
   - Finance committee
     There was not a meeting, but the topic of concern was discussed in #5 above.

(public comments)
there were none.

8 (DISCUSSION/ACTION) Request from Comm. Lingad Ricci to give acknowledgment to Sensei John Collins of San Francisco.
Comm Lingad Ricci asked to table this to the next regular meeting so she can make some changes to it.
(public comment)
there were none.

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
there were none.

10. (DISCUSSION) Requests for future agenda items.
Comm Hale asked the Chief regarding the monthly report, showing many misdemeanor detentions. The Chief said that those were all due to no responsible adult to release the minor to.
Comm Hale noted that the percentage of African Americans and Latinos detained is large (60% and 27% respectively). What is happening with efforts on DMC. He asked for a response at a later date.
Comm Hale asked if the Commission could arrange a lunch for the outgoing commissioners, in appreciation for their work. Comm Ricci noted that two other past commissioners (Bonilla and Richard) be included in such a lunch.

11. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 6:55pm
in honor of our "retiring" commissioners,
Rev. Harry Chuck and James Rodriguez.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF JANUARY MEETING of the JUVENILE PROBATION COMMISSION
to be held at City Hall committee room 263 or conference room 83
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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5:30 pm February 15, 2006

AGENDA

1. (ACTION) Roll call.

2. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

3. (DISCUSSION/ACTION) Review of Dept FY 06-07 budget, with consideration of recommendations from Finance Committee. **explanatory document: draft budget
(public comments)

4. (ACTION) Adjournment

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January 8, 2006

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MINUTES OF FEBRUARY 15, 2006 SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall committee room 263 1 Dr. Carlton B. Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Committee on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll call.
The meeting was called to order at 5:35pm. All Commissioners were present at the gavel, except for Comm Ricci, who was excused.

2. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

3. (DISCUSSION/ACTION) Review of Dept FY 06-07 budget, with consideration of recommendations from Finance Committee.
The Chief made some initial comments. He said some major goals in this budget plan was to preserve the fiscal resources needed to do the job, at the same time finding ways to improve operational efficiencies. They attempted to maintain budget amounts for direct services and not initiate any new or increased fees for services. They have no lay offs in the plan.
M Lui said the budget presented met the targets set by the City. Initially the baseline reduction target was $497K, then there was the reduction of 3% to ongoing expenses (equaling $724K).
He briefly reviewed various aspects of the document presented. Points mentioned:
Increased revenues from Title IVe reimbursements of $329K. Reduction from vacant positions in community programs division. A supplemental budget request is being developed to ask for enchancement of the employment training efforts of the dept.
Comm Hale questioned the rationale behind removing a current position from the budget and simultaneously asking for a supplemental to make up for that.
Lui said that 2 supervising probation officers' positions will be left vacant. There was a short discussion about the lack of supervisory staff to oversee line staff.
Lui said that the PUC estimated $337K more for utilities cost for the new juvenile hall than what the Dept had budgeted.
There was a question about the mental health costs for LCRS. Lui said that for the past 5 yrs he's worked here, the amount has been the same (even when the population was in the low teens).
He said that the TANF ranch funds was based on a percentage of total beds in the state, so if LCRS increases, then the funds will increase based on that percentage.
Comm Beijen supported the position taken by the Finance Comm and the Chief that this was the budget we need to advocate for.
Comm Queen commented that the Commission/Dept should submit the budget that we need (including those management positions that are claimed necessary).
There was a discussion regarding whether to just approve the budget as proposed, or to advocate for positions that are absent from it.
The Chief said he could live with the inclusion of one Sr. Supervising Probation Officer and one Employment Specialist.
Comm Queen suggested the Commission writing a letter to accompany the budget, speaking to the need for those two positions.
Comm Hale emphasized this also. Comm Stiglich moved to approve the budget as presented. Comm Beijen 2nd.
Comm Hale raised the question of Huckleberry again, and whether its status offender services should be supported via Dept funds only.
Comm Fetico offered a friendly amendment to include a letter asking for the 5 positions that are being eliminated.
Comm Queen asked if the Commission could approve the President of the Commission draft the letter (in agreement with the Chief) requesting the 5 positions identified by the Chief.
The original motion to approve the budget as proposed was voted on, and it carried 7-0.
Comm Rojas moved to send a letter to the Mayor's office to support the inclusion of the 5 positions identified by the Chief. Comm Fetico 2nd.
Upon voice vote the motion carried 7-0. The language of the letter will be reviewed at the next full Commission meeting.

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(public comments)
There were no members of the public present and no public comments on either motion.

4. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 8:06pm

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF FEBRUARY MEETING of the JUVENILE PROBATION COMMISSION
to be held at City Hall room 400
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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5:30 pm February 22, 2006

AGENDA

1. (ACTION) Roll call.

2. (ACTION) Review and approval of January 25 & Feb.15, 2005 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION/ACTION) Chief Probation Officer's report:
   - JDAI update, with report on disproportionate minority confinement
   - Log Cabin Ranch update

   (public comments)

5. (DISCUSSION/ACTION) Review and amend, if needed, letter to the Mayor's Budget Office advocating for 5 needed positions in the Dept budget.
(public comments)

6 (DISCUSSION/ACTION) Consideration of endorsing Action Steps to End Violence and Murders in San Francisco. (Queen) **explanatory document:
(public comments)

7. (DISCUSSION) Committee reports, other reports
   - President's comments
   - Finance committee

   (public comments)

8. (ACTION) Election of Commission Officers (President/Vice President) for 2006.
(public comments)

9 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

10. (DISCUSSION) Requests for future agenda items.

11. (ACTION) Adjournment

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Feb 15, 2006

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MINUTES OF FEBRUARY 22, 2006 MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall room 400 1 Dr. Carlton B. Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Committee on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll call. The Chair called the meeting to order at 5:32pm Comms. Ricci, Stiglich, Beijen, Rojas, Fetico were present at the gavel. Comm. Hale arrived at 5:42pm.

2. (ACTION) Review and approval of January 25 & Feb.15, 2005 meeting minutes
The Feb. 15 minutes weren't ready for action, but the Jan. 25 minutes were approved as written.
(public comments)
There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

4. (DISCUSSION/ACTION) Chief Probation Officer's report:
Chief Siffermann announced that the Annie Casey will be continuing its support of the Dept's JDAI initiative for another year. The Dept will be participating in a Youth Law Ctr training event, in San Jose on 3/28/06. this will teach them how to assess the operations of a detention ctr.
   - JDAI update, with report on disproportionate minority confinement
     G. Bieringer made various points:
     - reducing DMC is a core value of the initiative. 2) partnerships between systems partners and community. 3) determined leadership of all partners. 4) intentioned actions. 5) define success.

     SF accomplishments: DMC committee is the strongest of all working groups. Mapping and surveying of an area that contributes to the DMC problem done, resulting in recommendations to the exec. comm.
     SF challenges: system partner representation poor. This is opposite of other areas of the country. Need to define what success is.
     Comm Fetico commented that success could be the closure of juvenile hall. Comm Hale said that judges will not release youth that might endanger the community. Comm Stiglich said that both the DA and PD's office needs to be at the table, and if the Commission needs to invite them, they can. The Chief said he will be pushing that point with both their offices. He felt that this topic should be a key part of the exec. comm. agenda. He said the Dept wants to have a larger presence in the communities, and would like to encourage recruitment of future staff from the communities. He repeated that he wanted to have youth (previously involved in the system) to give input to developing processes/policies.
     Comm Ricci was concerned that youth have not been involved in the workgroups. G. Bieringer said that it was problematic due to meeting scheduling problems.
   - Log Cabin Ranch update
     The Chief reported the population is now 26. Two just graduated. He has met with the Ironworkers and Electricians Apprentice Training Coordinators and they are coming out to the ranch during spring break to speak with the students there.
     He further reported a Feb 14 visit to the Ranch by the PIC, City Build, Goodwill, Young Community Developers, MOCJ to explore possibilities for developing a pre employment program pathway for after Ranch placements.

(public comments)
Francisco De Costa, spoke about the need to have empirical data about youth in all districts and not just about the Bayview. He said currently African Americans are only 7% of the city's population.
He said that good policy planning depends on that.
Tracy Brown, Mission Neighborhood Ctrs, asked the Commission to support advocacy for having DCYF fund the safe haven projects, and write a letter to that effect.

5. (DISCUSSION/ACTION) Review and amend, if needed, letter to the Mayor's Budget Office advocating for 5 needed positions in the Dept budget.
There was a discussion regarding the wording, including stating that the positions are existing and not new positions. Comm Queen moved to accept that modification. It was decided that the Commission didn't need to take the time to wordsmith the letter tonight. It would be left in the hands of the President to finalize and send off

on behalf of the Commission.
Comm Hale suggested adding that portion advocating for the funding of Safe Havens, to this letter. Comm Beijen felt it needed to be a separate letter.
It was decided to address that point in another letter, at the next Commission meeting.
(public comments)
G. Bieringer, and the Chief noted that previous comments about the Safe Havens being funded via JDAI were incorrect. That was done via the JJCC (TANF funding).

6 (DISCUSSION/ACTION) Consideration of endorsing Action Steps to End Violence and Murders in San Francisco.
Comm. Queen asked to remove this item from the agenda.
(public comments)
There were none.

7. (DISCUSSION) Committee reports, other reports
- President's comments
  Comm Stiglich stated that she had very deep respect for Comm Queen's work in the Commission, and would look to him for advice and consul in continuing the efforts to move the Dept forward. She encouraged all to go forward in a bold righteous way to effect improvements and changes.
- Finance committee
  Comm Fetico stated that the Dept's budget was sent off to the Mayor's office

(public comments)
there were none.

8. (ACTION) Election of Commission Officers (President/Vice President) for 2006.
The Chair opened the floor for nominations. Vice President was the first office to be considered.
Comm Stiglich nominated Comm Ricci. 2nd by Comm. Beijen. Comm Hale nominated Comm Fetico, who declined. By hand vote, Comm Ricci was elected 7-0.
For the office of President, Comm Hale nominated Comm Queen. 2nd by Comm Fetico. Comm Ricci nominated Comm Stiglich, 2nd by Comm Beijen.
Comm Hale spoke for his nomination. The Dept has been criticized for its lack of minority leadership. Comm Queen has had a long history of service and leadership in the City. The Commission has gone out to more communities under his leadership than in all previous commissions. He commented on the critical need of the Commission to be connected to the community, and he felt Comm Stiglich could not meet that need.
Comm Ricci commented that while she nominated Comm Stiglich, she still acknowledged the good work of the current President. She said that it was ironic that reference was made to a "tradition" of allowing 2 terms for officers, when she was not given that consideration last year. She said that Comm Stiglich has shown great attention to working with the Mayor's office and on the Dept's budget. She is qualified to carry on the duties of the office. As to attendance at meetings, she said that there were previous presidents of the commission who attended meetings only to convene them and leave.
Comm Fetico said that it wasn't necessary to get into personal issues. It was only important to have a united perspective for advancing the Commission's work. He said he was inclined to respect the 2 term tradition.
Comm Beijen acknowledged Comm Queen's work, but said change was good and another perspective is sometimes good. He reiterated his support of Comm Stiglich's nomination.
(public comments)
Murlene Randle spoke in support of Comm Stiglich's nomination.
Tracy Brown Gerardo, spoke in support of previous commissioner James Rodriguez. She welcomed Susana Rojas to the commission. She spoke in support of Comm Queen's nomination. She asked Comm Rojas to abstain from the vote. The Deputy City Attorney said abstentions were not allowed in this case.
Upon voting on the nomination of Comm Queen, the result was 2 yes, 5 no.
Upon voting on the nomination of Comm Stiglich, the result was 5 yes, 2 no. Comm Stiglich elected President.
Comm Ricci commended Comm Queen for his hard work as President of the Commission.

9 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Denise Coleman, CARC, thanked Comm Queen for bringing the Commission meetings out to the communities and hoped that Comm Stiglich would continue this practice.

10. (DISCUSSION) Requests for future agenda items.

The letter for the Safe Haven.
Discussion about the protocol of interactions between the Commission's committees.

11. (ACTION) Adjournment
Comm Queen requested that the meeting be adjourned in prayer and respect for the victims of the Philippines mudslides.
There being no further business, the meeting was adjourned at 7:25pm

In prayer and respect to
The victims of the Philippine mudslides.

NOTICE OF FEBRUARY MEETING of the JUVENILE PROBATION COMMISSION
to be held at City Hall room 400
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5:30 pm February 29, 2006

AGENDA

1. (ACTION) Roll call.

2. (ACTION) Review and approval of Feb.15 & 22, 2005 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION/ACTION) Chief Probation Officer's report:
   - Juvenile Probation Dept Recommendations to the Mayor's Supplemental Budget
   - Summary of Testimony Before the Board Of Supervisors Select Committee
   - Zellerbach Grant Update

   (public comments)

5. (DISCUSSION/ACTION) Review and amend, if needed, letter to Margaret Brodkin, supporting their funding of the Safe Havens.
(public comments)

6. (DISCUSSION/ACTION) Establish protocols for communication/coordination between Program and Finance Committees. (Hale)
(public comments)

7. (DISCUSSION) Committee reports, other reports
   - Program committee

   (public comments)

9 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

10. (DISCUSSION) Requests for future agenda items.

11. (ACTION) Adjournment

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Feb 15, 2006

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Juvenile Probation Department

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March 29, 2006

MINUTES OF MARCH 29, 2006 MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall room 400 1 Dr. Carlton B. Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Committee on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll call.
   President Stiglich called the meeting to order at 5:36pm. Comms. Beijen, Fetico, Hale, Rojas were present at the gavel. Comms Queen, Comm Lingad-Ricci were excused.

2. (ACTION) Review and approval of Feb.15 & 22, 2005 meeting minutes
   The minutes were approved as written.
   (public comments)
   There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
   There were none.

4. (DISCUSSION/ACTION) Chief Probation Officer's report:
   - Juvenile Probation Dept Recommendations to the Mayor's Supplemental Budget
     The Chief referred to the list of items (see document attached) that he submitted to the Mayor's Office, to be included in the Mayor's Supplemental Budget proposal. This was presented to the Bd of Supervisors' Finance Committee and the only item approved was the youth employment program. The others will be reviewed again at next week's Finance Committee meeting.
     There were concerns that these items (ideas) were developed and forwarded to the Bd of Supervisors without giving the Commission the opportunity to review and comment on them (both programmatically and fiscally). The Chief said his understanding was that since this was the Mayor's supplemental budget, it had nothing to do with the Dept's budget.
   - Summary of Testimony Before the Board Of Supervisors Select Committee
     The Chief commented that he had learned of the Bd of Supervisors' Select Committee meeting at the last moment and was able to put together a presentation that showed them the state of things in juvenile justice in the City (see attached doc), and the challenges faced by the Dept (vis a vis staffing and service needs). He thought this was a very informative presentation that gave the supervisors an understanding that they did not previously have. Comm Fetico asked about the newspaper article that said the Chief was bringing in experts

from Chicago to set up a girls specific program for the Dept. He said he was misquoted. These people would be coming to train, using some monies from the Zellerbach grant. The program would be staffed and operated locally.
Comm Beijen commended the Chief on his good work under such a short frame.
Comm Hale mentioned the good work on gender specific activities/interventions that were set up by Julie Posadas, but acknowledged that there are others in the field who have extensive experience in this matter. He further said that he wanted the Commission to be included in these functions and discussions so that they could be part of the entire voice that advances the Dept's interests and services.

- Zellerbach Grant Update
The Chief reported that the Bd of Supervisors approved the grant and the money is now in the Dept's accounts, to be used for developing a fuller grant request from Zellerbach, as well as other activities previously mentioned.

(public comments)
Vicky Schwartz, Huckleberry Youth Services, said that the Chief did a commendable job at the Bd of Supervisors' hearing on violence prevention.

5. (DISCUSSION/ACTION) Review and amend, if needed, letter to Margaret Brodkin, supporting their funding of the Safe Havens.
President Stiglich reviewed that this was from a request by Tracy Brown to support the funding of the Safe Havens. It was clarified that this was being funded within DCYF's budget, and that the Commission could add its voice to supporting this.
(public comments)
There were none.

6. (DISCUSSION/ACTION) Establish protocols for communication/coordination between Program and Finance Committees.
Comm Hale recounted that this was an issue brought up by Comm Fetico, and he agreed that it was important to clarify. Comm Fetico said that he has in the past been unsure of how the Program Comm was working and how the two committees could work together to be on top of how things were both programmatically and fiscally.
Comm Hale commented that the JDAI process was supposed to help us identify those programs needed to serve the population in the Dept. and also to look at what constitutes success.
President Stiglich commented that she recalled this being raised in the Finance Committee, and said that the desire is to have the discussions in both committees be consistent and complementary so that they don't pull us in different directions or duplicate, but instead help to gain a total picture of the operations of the Dept and its services.
Comm Hale mentioned the potential of contracting on a fee for service basis.
President Stiglich said this is a good example of the type of issues that would come before committee, and for that matter, which committee. Comm Hale briefly said that the aspect dealing with the fiscal implications would be considered by our Finance Committee while Programs would review the efficacy of the programs/services.

This topic will be discussed further in upcoming meetings, under the same title.
(public comments)
there were none.

7. (DISCUSSION) Committee reports, other reports

- Program committee

  Comm Hale reviewed that there was an introduction of the Dept programs (Probation Services, Juvenile Hall, Community Programs) given to the new commissioners, but was not completed. There will be ongoing briefings to complete the introduction. He said that it was his hope that the division managers become effective advocates for the kinds of programs/services needed in the Dept.

(public comments)
There were none.

8 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

9 (DISCUSSION) Requests for future agenda items.
Comm Fetico wanted to have a review of the response to the request by the Controller's office for an update to the recommendations of the Civil Grand Jury. The Dept will issue its own response, and the Commission will develop a response for its part.
Comm Fetico also asked for scheduling a performance review for the Chief, and the Dept doing performance reviews throughout its staff. He asked for more input from the Commission for what it wants the Finance Committee to concentrate on.
Comm Hale brought up the idea that possibly the Commission needs to schedule a retreat to discuss this and other issues for the Commission.

11. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 7:00pm

supplemental budget reqst (pdf) dept testimony for Bd of Supes (pdf)

NOTICE OF APRIL MEETING of the JUVENILE PROBATION COMMISSION
to be held at City Hall room 400
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

5:30 pm April 26, 2006

AGENDA

1. (ACTION) Roll call.

2. (ACTION) Review and approval of March 29, 2006 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Setting up a performance review of the Chief (Fetico)
(public comments)

5. (DISCUSSION/ACTION) Establish protocols for communication/coordination between Program and Finance Committees.
(public comments)

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6. (DISCUSSION) Committee reports, other reports
   - Program committee
   - Finance committee

(public comments)

7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

8. (DISCUSSION) Requests for future agenda items.

9. (ACTION) Adjournment

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April 19, 2006

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NOTICE OF APRIL MEETING of the JUVENILE PROBATION COMMISSION
to be held at City Hall room 400
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5:30 pm April 26, 2006

AGENDA

1. (ACTION) Roll call.
2. (ACTION) Review and approval of March 29, 2006 meeting minutes
   (public comments)
3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
4. (DISCUSSION) Setting up a performance review of the Chief (Fetico)
   (public comments)
5. (DISCUSSION/ACTION) Establish protocols for communication/coordination between Program and Finance Committees.
   (public comments)
6. (DISCUSSION) Naming of facilities and/or spaces in YGC. (Hale)
   (public comments)
7. (DISCUSSION) Committee reports, other reports
   - Program committee
   - Finance committee

   (public comments)
8. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
9. (DISCUSSION) Requests for future agenda items.
10. (ACTION) Adjournment

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April 21, 2006

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April 26, 2006

MINUTES OF APRIL 26, 2006 MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall room 400 1 Dr. Carlton B. Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll call.
   President Stiglich called the meeting to order at 5:40pm Comms. Beijen, Fetico, Queen, Ricci were present at the gavel. Comms. Hale and Rojas were excused.

2. (ACTION) Review and approval of March 29, 2006 meeting minutes
   The minutes were approved as written.
   (public comments)
   There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
   There were none.

4. (DISCUSSION) Setting up a performance review of the Chief
   Comm Fetico suggested setting up a meeting to set up criteria for a performance evaluation of the Chief. Comm Ricci agreed that the Commission should decide what goals it wants to set for the Chief. The Commission also needs to do a performance review for its Secretary. It was suggested to look at past reviews done to see what categories were used. Comm Stiglich said she'd like to have the Chief inform the Commission of the goals he wants to accomplish (he had a list he mentioned during his job interviews). Comm Stiglich suggested that individual Commissioners come up with areas they would like to include in the review and then a final set of criteria could be derived from those ideas. Comm Fetico agreed. Comm Stiglich suggested that a further discussion be held at the next full Commission meeting, in the meantime she will speak with the City Attorney for further guidance.
   (public comments)
   There were none.

5. (DISCUSSION/ACTION) Establish protocols for communication/coordination between Program and Finance Committees.

The item was tabled till the next full Commission meeting. Comm Stiglich referred to a document from a previous Commission retreat that was related to this topic (Comm Queen supplied copies).
(public comments)
There were none.

6. (DISCUSSION/ACTION) Recognition and acknowledgement of past commissioners.
The item was tabled so Comm Hale could present his ideas about this topic.
(public comments)
There were none.

7. (DISCUSSION) Naming of facilities and/or spaces in YGC.
Tabled to the next full Commission meeting.
(public comments)
There were none.

8. (DISCUSSION) Committee reports, other reports
   - Program committee
     Comm Beijen reported that there was a positive report from LCRS Director on the improvements to programs and operations at the ranch, with higher expectations and goals for both staff and youth there. There will be assessments done by SPY, and 2 therapists working there. They will initiate family therapy and later weekend furloughs. There are new vocational programs in place and an extended learning day. There was an announcement that Dept RFPs would be ready this week, and that the Bd of Supervisors had approved a supplemental budget request from the Mayor, which included a million for the Dept's work at LCRS.
   - Finance committee
     Comm Fetico reported that they were making progress in understanding how the '05-'06 budget was going, where spending was in line and where there was still room for improvement. He is trying to get the division directors more on top of their own budgets so that there are more eyes and minds being used for daily oversight. This will make the next year's operations more transparent, stronger and tighter run. Comm Ricci mentioned that the Dept is having discussions with other depts to see that funding of community based services is done through the appropriate dept (eg. health related, by public health). Comm Queen mentioned that this was a topic that was discussed at a previous Commission retreat (refer to the notes/documents from that meeting).

(public comments)
Comm Fetico asked if anything was said about girls' services? There was not. Comm Ricci suggested the newer commissioners go around the Dept and get acquainted with those working in the various divisions and see what is going on. This would give a fuller familiarity with the Dept, and possibly answer questions they might have.

Comm Stiglich wanted the commissioners to be mindful of staff time when requesting information from the Dept, so that their time isn't taken away from service to the kids in order to provide service to the Commission.

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Denise Coleman of CARC noted that RFPs are now out for the Mayor's Office of Criminal Justice and there are funds for girls' specific programming.

10. (DISCUSSION) Requests for future agenda items.
Comm Beijen had two items: reports regarding youth held in JH awaiting placement, and protocols to eliminate unnecessary referral/intake in JH when CARC is the appropriate referral.
Comm Ricci asked that a report from the Facilities Comm. be included.

11. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 6:23pm

NOTICE OF MAY MEETING of the JUVENILE PROBATION COMMISSION
to be held at City Hall room 400
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5:30 pm May 31, 2006

AGENDA

1. (ACTION) Roll call.

2. (ACTION) Review and approval of April 26, 2006 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's report:
   - Administrative Office of the Courts, Delinquency Court Assessment (Siffermann) *explanatory doc: (letter from Judicial Council)
   - Zellerbach Grant update
   - Casey Grant update (Siffermann)
   - Report on detention of youth awaiting placement (Beijen)
   - Report on protocols to assure appropriate CARC referrals, even for hours of non operation. (Beijen)

   (public comments)

4. (DISCUSSION) Setting up a performance review of the Chief
(public comments)

5. (DISCUSSION/ACTION) Establish protocols for communication/coordination between Program and Finance Committees.
(public comments)

6. (DISCUSSION/ACTION) Recognition and acknowledgement of past commissioners. (Hale)
(public comments)

7. (DISCUSSION) Naming of facilities and/or spaces in YGC. (Hale)
(public comments)

8. (DISCUSSION) Committee reports, other reports
   - Program committee
   - Finance committee
   - Facilities committee

   (public comments)

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

10. (DISCUSSION) Requests for future agenda items.

11. (ACTION) Adjournment

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May 25, 2006

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Juvenile Probation Department

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May 31, 2006

MINUTES OF MAY 31, 2006 MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall room 400 1 Dr. Carlton B. Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up.

1. (ACTION) Roll call.
President Stiglich called the meeting to order at 5:40pm. Comms. Queen, Fetico were present at the gavel. Comm Rojas arrived at 5:53pm. Comms Beijen, Ricci, Hale were excused. As there was no quorum at the beginning, the meeting was adjourned to an informational exchange.

2. (ACTION) Review and approval of April 26, 2006 meeting minutes
The minutes were approved as written, when quorum was reached.
(public comments)
There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

4. (DISCUSSION) Chief Probation Officer's report:
The Chief announced that he had gone to the Mayor's budget announcement that morning, which included enhancements to the Dept's budget (document passed out, attached to these minutes). He noted the new staff positions that will be funded by the Children's Baseline funds, and plans to develop the juvenile advisory council. An upcoming trip to Chicago of Youth Commissioners, paid by the Zellerbach grant will serve to prepare them to help develop the model here. He asked the Commission to encourage the Bd of Supervisors to approve this.
Hiring will follow civil service procedures. He said the Director of Admin Services would be exempt.

- Administrative Office of the Courts, Delinquency Court Assessment
The Chief referred to the letter from the Administrative Offices of the Court, regarding this, and said the Dept will be participating in the evaluation. He thinks this will increase the cooperation between the Dept and the Courts.
- Zellerbach Grant update
The Dept has hired a consultant (Nancy Campbell) to put together the grant proposal to

Zellerbach

Foundation. Comm Queen asked for a written description of the project in Chicago.

- Casey Grant update
- Report on detention of youth awaiting placement

Nancy Starke, Director of Private Placement said the stats provided by the Chief are not accurate. The disparity between how Jose Perla, IT Director, extracted it and a more accurate reflection comes from including difficult cases for placement, eg. multiple failures, level 13 and above, where wait times can be extensive. For first time placements, and others, the avg is 2 weeks. It was decided that this will be taken back and re investigated, with a monthly report to be given to the Commission on the status of Out of Home Placement, with more detailed extractions and summaries. Comm Fetico asked that financials be included. Comm Stiglich asked for details of the wait, pre disposition also be included.

Placements made to out of state sites are not made for first time placements. Referrals have to be accepted by the receiving site, and the process can take many weeks.

- Report on protocols to assure appropriate CARC referrals, even for hours of non-operation.

Nancy Yalon met with Denise Coleman and they will have weekly meetings to assess the types of intakes and referrals being handled now. They will also have monthly meetings between CARC and JPD Intake staff to better coordinate their efforts.

(public comments)
There were none.

4. (DISCUSSION) Setting up a performance review of the Chief
The discussion revolved around what format to use (forms/instruments/criteria/frequency), and when this would be accomplished. It was generally agreed that the decision for what goals and objectives to set should be reached mutually between the Commission and the Chief. The Chief passed out a copy of the "to-do" list he put together a year ago, as possible elements to include. Comm Stiglich asked each commissioner to think over what s/he thought needed to be in the evaluation, and at the next full meeting, to gather all ideas and set up a timeline/protocol then. Comm Rojas asked for a job description. They have the outreach package that contained a description.
(public comments)
there were none.

5. (DISCUSSION/ACTION) Establish protocols for communication/coordination between Program and Finance Committees.
This was a "hold over" item from the last meeting. Comm Queen offered again the review of his document (from a previous commission retreat) that gave options for how this might be accomplished. He offered that the committee chairs could meet before their meetings, and review the common items so that they can deal with each in their respective ways (avoiding duplication). This will be further discussed.

(public comments)
There were none.

6. (DISCUSSION/ACTION) Recognition and acknowledgement of past commissioners.
The secretary stated that Comm Hale said he intended to submit a resolution to the Commission for consideration at the next full meeting. The item was tabled till the next full meeting.
(public comments)
There were none.

7. (DISCUSSION) Naming of facilities and/or spaces in YGC.
Comm. Hale also intended to offer a resolution in this regards, at the next full meeting. There was a feeling that there hasn't been wide enough discussion to consider possibilities and that now would be a good time to do that.
(public comments)
Johan Radogno, JH counselor, spoke in support of naming the chapel in honor of a former counselor, Liz Aragon, who worked there 27 yrs, and presented a petition signed by the counselors in JH for this.
Brian Thomasson, counselor, also spoke in support of naming the chapel for Liz Aragon.
Dennis Doyle, Director of Juvenile Hall, said that possibly using the promenade of the new facility to recognize notable staff and others, not one or the other.

8. (DISCUSSION) Committee reports, other reports
   - Program committee
     The Chair was not present, and none of the other members were prepared to give a report, so this was tabled until the next full meeting.
   - Finance committee
     Comm Fetico briefly mentioned that there is slow movement on getting more clarity around the fiscal matters of the Dept, but that things were moving. OT and WC are being looked at and are improving. There are still items that need more detailing, and he would be trying to gather more information for a future report.
   - Facilities committee
     The Chair was not present. Comm Queen briefly commented that this was his first committee meeting so was not prepared to make the report, but that discussion did include attention to the buildings and grounds, and the budget allocation for Log Cabin Ranch.

   Full committee reports would be done when the Chairs return.
   (public comments)
   There were none.

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

10. (DISCUSSION) Requests for future agenda items.
There were none.

11. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 6:58pm

NOTICE OF JUNE MEETING of the JUVENILE PROBATION COMMISSION
to be held at City Hall room 400
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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5:30 pm June 28, 2006

AGENDA

1. (ACTION) Roll call.

2. (ACTION) Review and approval of May 31, 2006 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's report:
   - Update on YGC youth awaiting placement
   - Update on the CARC cite backs

   (public comments)

5. (DISCUSSION/ACTION) Review and possible approval of recommendations from Program Comm. on Dept choices for '06-'07 CBO contracts.
(public comments)

6. (DISCUSSION) Oversight/Management Responsibilities of the Commission. (Stiglich)
(public comments)

7. (DISCUSSION/ACTION) Further discussion and planning for the performance review of the Chief.
(public comments)

8. (DISCUSSION/ACTION) Resolution of recognition and acknowledgement of 4 past commissioners. (Hale)
(public comments)

9. (DISCUSSION) Naming of facilities and/or spaces in YGC. (Hale)
(public comments)

10. (DISCUSSION) Committee reports, other reports
    - Program committee
    - Finance committee

    (public comments)

11. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

12. (DISCUSSION) Requests for future agenda items.

13. (ACTION) Adjournment

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June 21, 2006

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June 28, 2006

NOTICE OF JUNE MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall room 400 1 Dr. Carlton B. Goodlett Place San Francisco, CA 94102

1. (ACTION) Roll call.
   President Stiglich called the meeting to order at 5:35pm. Comms. Queen, Fetico, Beijen, were present at the gavel. Comm Hale arrived at 5:55pm. Comms. Ricci and Rojas were excused.

2. (ACTION) Review and approval of May 31, 2006 meeting minutes
   Upon motion and 2nd, the minutes were approved as written.
   (public comments)
   There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
   Elloise Patton, Ex Dir of Young Community Developers expressed concerns about the RFP process and delay in making any information available about the next fiscal year contracts.
   Jessica (JDPA) echoed this concern.
   Dr Garcia, Instituto, asked the Commission to take affirmative action tonight so that contracts could be expedited.

4. (DISCUSSION) Chief Probation Officer's report:
   Before addressing the bullet points, the Chief made a short statement about the one page "Summer Safety Plan" he was asked to produce as a part of the Mayor's SF Safe Summer Plan (document attached). Comm Queen asked if he produced these points in coordination with any community orgs. the Chief said yes. The Chief also reported that they are moving ahead with the youth advisory group (Youth Commissioners will make a presentation next month), and the parents group.
   He further commented that the organizational analysis, supported by the Zellerbach grant, would commence July 6/7.
   Mark Lui reported that there were no great problems in today's Board of Supervisor's hearing on the Department's budget. A few reductions but nothing significant.
   - Update on YGC youth awaiting placement

Nancy Yalon handed out a report on this (attached at end of minutes) and said that future reports will be on a consistent template. Comm Beijen wanted data further broken out along racial/ethnic lines. There was a discussion about how long standing this issue has been, and that much more progress was overdue. Yalon mentioned the availability of SB 163 funds for wraparound services and there have been at times expediters who managed to ramp up placement times. (it was noted that both the Public Defender and the Dept have a position for an expediter) Variously the system has ingrained barriers: eg. protocols for out-of-state placements (ICPC), unavailability of appropriate placements for high needs youth, delays in case processing –pre adjudication. Comm Hale expressed his continued dissatisfaction with the progress made to date. There was a question of placement quality between in-state and out-of-state sites, and how in-state operations can be made better so that there is less use of out-of-state-programs. Comm Stiglich said the Dept needs to figure out where the 'logjams' are so that appropriate people can be identified to address them. In many instances attorneys make recommendations for placements. The Public Defender's office needs to be a part of the discussion about how to improve the system.

- Update on the CARC cite backs

  Yalon reported that the Dept and CARC staff have been meeting. Referrals have increased to CARC. New processes are in place. There was a concern that kids were treated differently when CARC is closed from times it is open. Yalon said the protocols being worked out now will address that. Comm Hale feared that the types of cases being referred to CARC have "widened" the net that brings kids into the system. Denise Coleman said that things have changed. Some charges formerly referred, are not dealt with at CARC now, while others are.

Toni Powell, Director LCRS, reported on the progress at Log Cabin. They are operating summer school now, 8:30a till 3:30p. All residents participate in the Linda Mood Bell reading program. Vocational programs will continue thru July. Youth (30) will have summer jobs (from the summer jobs program) at the ranch, after summer school ends. Writers Corp will start again in Sept. Trades and job training is still a high need. 1/3 of the residents are 18 yrs and over. Asked about revenue generation, the Chief said some of the monies from the violence prevention supplemental budget of the Mayor's will be used to hire a consultant to explore that avenue. As to the AWOLs. 3 separate incidents, involving older youth. Assessing the circumstances the main issue seems to be the different mind set and needs of older youth (one was a chronic failure of Dept programs so it isn't as if the Dept hasn't tried working with him). The age range of residents and wide ranging personal characteristics and behavior brings on the need to treat groups differently. The Ranch has had youth as old as 20. There were comments that such youth are inappropriate referrals to Cabin. There is also a lack of consequences for making poor choices.

Comm Hale questioned whether the staff morale is a factor in not being able to deal with the problems.

(public comments)

there were none.

5. (DISCUSSION/ACTION) Review and possible approval of recommendations from Program Comm. on Dept choices for '06-'07 CBO contracts.

Comm Beijen reported that the Chief went into great detail about the process of the RFP, but had not presented a list of recommended organizations for contracting. He was to present that tonight.

The Chief commented that the focus of the funds for the next few years will be service to JPD involved youth. He showed a pie chart showing (attached to minutes) where youth are in the system. Another pie chart showed a relatively similar breakout in proposed services (responses from CBOs to the RFP). The final chart showed the Dept's proposed division of funds for services (15% for detention based services, 25% girls' services, 60% for community support services). All of the

percentages were fairly consistent throughout the three aspects. 54 responses from the CBOs totaled requests for about $8 mil. The Dept will only be giving out $1.5 mil.

He said that he is asking the Commission to approve the Dept entering into negotiations to contract with the selected CBOs (list attached).

Comm Beijen said the pie charts were useful. He said the number of proposed girl services submitted seem to be lower than what the Dept had estimated to be set aside for such services.

Comm Queen asked what was done to assure that funds were not going to duplicate services. The Chief said he relied heavily on Lonnie Holmes to assure that.

There was a question whether CBOs were encouraged to form collaborative efforts. The Chief said the response to that was silent. Comm Queen said that it should be made a condition of funding.

The Commission took a short recess at 7:30pm

Comm Beijen moved to "accept the recommendation (from the Dept) of the organizations and that we approve the Dept to pursue written grant agreements with those organizations, for funding and services." Comm Stiglich 2nd.

There was a question regarding the lack of amounts attached to the organizations selected.

There was also a concern for the lateness of this process because of the burden it places on the CBOs who need to know if their staffs and programs will be continued.

Comm Beijen said that the Dept can negotiate with the agencies and come back with their final recommendations for how much to contract with each.

There was a short consideration of somehow finding "bridge" money for CBOs until new contracts can be awarded. This seemed not an option.

Comm Queen offered a friendly amendment to the motion that **the Dept can negotiate with the agencies and come back to the Commission for approval of their final recommendations as to how much to contract with each CBO.**

The question was called, and upon voice vote, carried 5-0.

Comm Queen, in response to the public comments suggested the Commission write a letter to the Mayor for the "gap" funding they spoke about needing. Comm Hale asked if they could have the Commission and the Chief write this letter.

Rebecca Katz said that it would not be appropriate to make a formal motion and take action on a non-agendized item, but if the commission would like to give a consensus to the President to write a letter to the Mayor recommending support of the CBOs, that would be allowable.

The Chief asked the Commission if they had any disagreements with the percentage breakdown as illustrated with the pie charts. Comm Beijen said it looked reasonable to him, and said that this would be a guide for him anyhow, and not hard targets.

Comm Stiglich suggested Comms Fetico and Hale, along with herself meet with the Chief to review this topic.

(public comments)

Ellouise Patton, YCD, expressed concerns that the rankings weren't published as

promised. She was not convinced that the conditions laid out in the RFP were being adhered to in the deliberations with which CBOs would receive funding. She questioned whether sunshine laws had not been complied with.
Dr Garcia, Instituto, supported the motion, and encouraged an expedited process so that CBOs are not more severely affected than they will be already.
Shawn Richard, SF Brothers Against Guns, asked the Commission to do whatever they need to do to get the Dept to complete the process so contracts can be completed and services are not interrupted for long.
Hyacinth C. Ahuruonye, Chair of YGCIC, recommended that the Commission try to work more closely with the Chief to give him more guidance. He had thought that the process should have been more cohesive. The lack of any recommendations makes it difficult for the CBOs to advocate on their own behalf. He said the Chief should reach out to the Commission earlier to get through unfamiliar territory in a more timely fashion.
Kimo Wheeler, CJCJ, asked what the amended motion was and if the Commission was approving the proposed division of funds according to the pie charts presented. (no answer was given).
Jessica _____, asked that prior to contract negotiations, the Chief check to see if any there is any duplication of funding from DCYF for the same projects.
Shawn Richard commented that this should not be a concern if funding is NOT for the same program services.
Ellouise Patton thanked the Commission for the vote, and emphasized that very close attention needs to be paid to those orgs who are effectively providing services, the high priority areas and choose those that make effective matches.
Jessica said that last year's experience is not the same as this year's. She asked the Commission to look to the Mayor for any possibility of emergency funding to keep services until the new contracts are resolved.
Dr. Garcia said the Commission should confirm that it will make a request to the Mayor for emergency funds.
Maria Su, VYDC, also supported an emergency resolution for funds to protect CBOs who otherwise would come to a standstill when contracts end.

6. (DISCUSSION) Oversight/Management Responsibilities.
Comm Stiglich brought this up to begin the discussion, with respect to setting up meetings, where Dept staff are asked to attend. She asked that the Commission be sensitive to the Dept's compensatory time burdens when its administrators have to attend evening meetings. She asked the Dept to explore the possibility of exercising alternative work schedules for days when administrators might attend evening meetings, so they come in later on that day (thus avoiding OT) or other staffing options. She mentioned the same consideration for the Commission's own secretary. This won't be fully discussed tonight, but she wanted this to be the start.
Comm Fetico asked that written information from the Dept, regarding action items or otherwise, be received at least 7 days before the meeting at which they are dealt with, per the Commission's rules of order, so that Commissioners have the ability to

digest information and be ready.
Comm Stiglich said that being informed is a responsibility incumbent upon Commissioners to achieve themselves as opposed to utilizing a Dept employee to do the educating, when they (the employee) could be serving the youth.
Comm Hale said he understood the issue but never had he felt that the Commission was overtaxing Dept staff.
The Chief said that he encouraged the division management to be at the commission meetings, to have that sense of teamwork and partnership. He said that as far as request for advance information, he would try to accommodate it if the timeframe allowed.
Comm Stiglich asked that this be carried over to the next full commission meeting.
(public comments)
There were none.

7. (DISCUSSION/ACTION) Further discussion and planning for the performance review of the Chief.
Comm Beijen suggested that an Ad Hoc committee be appointed to look into setting up a process for this. Comm Hale 2nd. said he liked the document used by the City for their executive staff. (after seeing the evaluation form supplied by the Commission Secretary, he agreed that this was that document). **Comm Beijen made the formal motion to appoint an Ad Hoc committee to develop this process. Comm Hale 2nd. upon voice vote, motion carried 5-0.**
(public comments)
there were none.

8. (DISCUSSION/ACTION) Resolution of recognition and acknowledgement of 4 past commissioners.
Comm Hale said that he has not completed the resolution but will for the next meeting that will acknowledge the work of 4 past commissioners. It was asked to explore getting a certificate of honor from City Hall to similarly acknowledge them. Comm Hale also mentioned a practice of the Commission where recently retired commissioners were taken to lunch (at the active commissioners' expense). This will be worked out.
(public comments)
There were none.

9. (DISCUSSION) Naming of facilities and/or spaces in YGC.
Comm Hale reviewed the past discussions held about this, where suggestions and recommendations were made to honor Cheyenne Bell (former Director of Community Programs). He acknowledged that subsequent discussions with a wider audience has revealed the strong desire to include recognition and memorial of other past significant individuals related to the Dept's work (counselor Liz Aragon was principally mentioned). The discussion was acknowledged and is still open for further exploration and planning for how such recognition can be manifested in the

structure and on the grounds.
Comm Stiglich referred this back to Facilities Committee.
(public comments)
Counselors B. Thomasson and J. Radogno, as well as JH Director D. Doyle, spoke in support of the recognition for Liz Aragon. Doyle suggested setting up a protocol to follow for all such considerations so that future considerations are dealt with in a planned and consistent way.
L. Holmes spoke in support of both.
Liz Jackson-Simpson spoke about identifying the multi purpose room in the facility as possibly the most appropriate space to acknowledge Cheyenne Bell.

10. (DISCUSSION) Committee reports, other reports
    - Program committee
    - Finance committee

All reports were tabled, without objection, to the next commission meeting.
(public comments)
there were none.

11. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

12. (DISCUSSION) Requests for future agenda items.
Youth Commissioners to report on their work on establishing the Youth Advisory Council.
Update on progress on expediting Out of Home Placement youth.
Oversight and management responsibilities.
Action on Annie E Casey Foundation grant
Facilities Comm. to report on JH project progress.

13. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 9:35pm

CARC and Placement doc (pdf) CBO list (pdf)

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5:30 pm July 26, 2006

AGENDA

1. (ACTION) Roll call.
2. (ACTION) Review and approval of June 28, 2006 meeting minutes
   (public comments)
3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
4. (DISCUSSION) Chief Probation Officer's report:
   - Report from Youth Commissioners on work toward youth advisory council
   - Update on YGC youth awaiting placement
   - Update on the CARC cite-backs

   (public comments)
5. (DISCUSSION/ACTION) Approval to receive and expend Annie E. Casey Foundation grant for the JDAI work. **explanatory doc. resolution of receipt and expense of AE Casey grant.
   (public comments)
6. (DISCUSSION). Oversight and management responsibilities. (Stiglich)
   (public comments)
7. (DISCUSSION/ACTION) Request Controller to perform an audit of financial systems and procedures to assess efficiency and accountability in Department operations. (Fetico)
   (public comments)
8. (DISCUSSION/ACTION) Further discussion and planning for the performance review of the Chief.
   (public comments)
9. (DISCUSSION) Committee reports, other reports
   - Program committee
   - Finance committee
   - Facilities committee

   (public comments)
10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
11. (DISCUSSION) Requests for future agenda items.
12. (ACTION) Adjournment

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July 5, 2006

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Juvenile Probation Department

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July 26, 2006

MINUTES OF JULY 26, 2006 MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall room 400 1 Dr. Carlton B. Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll call.
   Comm. President Stiglich called the meeting to order at 5:40pm. Comms Queen, Hale, Fetico, Beijen were present at the gavel. Comm. Rojas arrived at 6:40pm. Comm. Ricci was excused.

2. (ACTION) Review and approval of June 28, 2006 meeting minutes
   Upon motion and 2nd, the minutes were approved as written.
   (public comments)
   There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
   Jessica Hazard (Each One Reach One) asked about the status of the contracts being negotiated.
   Francisco De costa referred to a recent report from the City of San Francisco MOCJ called Safe Summer 2006. He talked about some of the data in it. He noted no particular attention being paid to youth who are not in conflict with the law. He also said community programs should be evaluated on a quarterly basis.
   David McGillis, Urban Services, YMCA, Dir. Of OMI Beacon Ctr. He was concerned about the failure of two programs to be funded despite their high rankings in the scoring. He asked for an explanation of why this was, and asked for a re-consideration.
   Will Corpus, OMI Beacon, asked what those youth that used to be helped by the Ctr. will do now since the Ctr. will not be funded?

4. (DISCUSSION) Chief Probation Officer's report:
   (copies of documents re. Individual items, attached at end of minutes.)
   The Chief introduced Kevin Liao from the Youth Commission to do the first report.
   - Report from Youth Commissioners on work toward youth advisory council
   - Update on YGC youth awaiting placement
   - Update on the CARC cite-backs

Iqra (Chair of Youth Commission) and Cassandra James (rep from district 10), said they had looked at the Chicago operation and come up with their recommendations for a work plan for SF, encompassing 3 elements that Chicago has. (orientation, exit interviews and peer jury). (written report available through Youth Commission or Probation Commission).

K. Liao gave a little background to the thinking of having young people involved in service to others like themselves, and to the general public (eg. Youth Commission).

Diana Pang gave some anecdotal information about the benefits of such a program. Staffing:3 Dept staff (community development specialists) will help work on this. The funds are from the Zellerbach Fdn grant.

Comm Queen recommended that the development of this keep a close contact with existing services like Brothers Against Guns, etc. and that youth from the most impacted neighborhoods are involved.

Comm Hale wanted a clearer picture of the scope of the work envisioned for this body, clarification of proscriptions by the sunshine ordinance, and how it will be sustained beyond this development stage. What "teeth" will the body's recommendations have and how would it be implemented?

The Chief referred to a document that showed the different times taken for dealing with detainees awaiting placement. This document is a working draft of a management document that they will continue refining in order to improve the way cases are handled. Comm Hale noted that this issue is about case processing and how to make sure the system expedites it.

The Chief referred to the document provided. Mark Mardahl further explained what was behind some of the cite-backs to CARC. Some due to "over charging" by the police. The staff between CARC and the Dept are consistently meeting so there is greater coordination of work.

Comm Beijen corroborated the practice of "charging up" and said the Dept might raise this to the Police Dept as an issue in their training. He complemented the CARC and Dept on their increasing cooperation and improvement.

There was a review of the ethnic breakout of the referrals and other demographics. A further breakout of zip codes of the homes of those referred, as well as the zip codes of where violations occurred was requested for future reports.

(public comments)

Francisco Decosta asked to have speakers remain after their presentations so that they may hear comments about their presentations.

"Lucky", United Playaz, asked about the lack of a Boys and Girls Club in the south of Market area. Comm Hale asked to re open public comments, item #3, so the comments could be included.

Rudy, United Playaz also spoke in support of the OMI Beacon Ctr, at Denman MS.

Chip Rich, Exec Dir. Urban Services, questioned the decisions around the recent RFP where their highly rated proposals were sidestepped for lower scoring proposals. He asked for clarification and re-consideration.

5. (DISCUSSION/ACTION) Approval to receive and expend Annie E. Casey Foundation grant for the JDAI work.

The Chief presented a letter of award from the Annie E Casey Foundation in the amount of $125K to continue the work of the JDAI. He asked the Commission to approve the resolution to accept and expend this grant.

Comm Beijen moved to authorize the Chief to accept the grant from the Annie E Casey

Foundation to support activities to advance the principles of the JDAI in SF. Comm Stiglich 2nd.
Comm Fetico asked what this will cost this year and in future years in personnel. The Chief said about $68K of this grant will go for staffing. It is a civil service classed position.
Comm Hale commented that the DMC issue would not be impacted by adding a position, when it depends on the cooperation of partners in the system. He was concerned about how this plan came about –not having heard anything prior to tonight about it.
Garry Bieringer commented that the decision to pursue this route was based on looking at the experience of other JDAI localities where they had a "dedicated" staff that dealt with the DMC issue. SF was the only one that had a single "combined" staff attending to the overall JDAI and DMC issues. The role of the DMC Coordinator would be to amass the data, analyze it and bring the decision makers to the table to change things.
Comm Hale felt it was disingenuous to say that having one central staff is the way to make progress in DMC.
Comm Stiglich asked if the funds were exclusively for technical assistance to advance long range planning. to advance long range planning. Yes.
The question was called and upon voice vote was approved 6-0.
(public comments)
There were none.

6. (DISCUSSION). Oversight and management responsibilities.
Comm Stiglich tabled this until the next meeting.
(public comments)
There were none.

7. (DISCUSSION/ACTION) Request Controller to perform an audit of financial systems and procedures to assess efficiency and accountability in Department operations.
Comm Fetico said he asked for this because he wanted to get a fresh start on the work of the Dept and Commission, to have a firm understanding of just what procedures are in place, so that we were all on the same page about where we are at and what should be done to move the work forward.
Ques: what is the cost of this? Ans: it is understood that the Controller's office would shoulder this burden. Ques: are there any requirements to be eligible for such an audit. Ans: none known but timing is up to the Controller's availability for this.
Comm Queen supported this item. Comm Hale reminded the Commission that some years back an employee managed to take $800K from the Dept. We were audited then, but he couldn't recall any cost to us. Comm Hale wanted a concentration on the Dept's contracting process to improve our efficiency. Comm Beijen asked to add the contingency that an audit be done by the Controller as long as there is no cost to the Dept attached to it.
Comm Fetico made the motion, 2nd by Comm Queen. Upon voice vote the motion passed 6-0.
Comm Stiglich asked the Chief to contact the Controller and get clarification about what if any costs and when it could be done. Comm Queen emphasized that they include community contracts in the audit.
(public comments)
There were none.

8. (DISCUSSION/ACTION) Further discussion and planning for the performance review of the Chief.
Comms Hale, Queen, and Rojas volunteered to be on the Ad Hoc Committee to establish the process for doing this evaluation. There will also be a process set up for a similar review of the Commission Secretary.
(public comments)
There were none.

9. (DISCUSSION) Committee reports, other reports
- Program committee
- Finance committee
- Facilities committee

The Program Committee did not meet.
Comm Fetico commented that this would be a summary of the past two meetings of the Finance committee. The Dept's monthly expense report is showing some positive and negative points in the operations, some reductions in WC, fluctuating OT, still a lack of clarity and analysis of how the cell phone usage and car usage is being made more cost accountable. The Chief said they were looking at employing a car use log sheet that the Private Placement division uses, with their other cars. There was a short discussion regarding what kinds of cars are used for transport of youth. He took issue with having to use a caged car for this. The Chief also reported that there was a theft of a car from the Dept lot.
Comm Fetico commented that there has been no accurate accounting of how the cars are used and by what circumstances they get damaged.
The staffing issues at both JH and LCR continue –needing a larger on-call list.
S. Kinghorne said that they have done recruitment at various colleges and are trying to get more people on the on-call list. They inquired with the police dept as the Commission had suggested. There were other suggestions for places to recruit from, given by some commissioners, eg. staff from CBOs, temps from other City depts.
The Chief commented that staffing will be an even greater issue when the new facility is opened. They are working on being able to place on-calls where the Dept needs them (JH and LCR) and not just have separate lists for each place (they have the support of some senior counseling staff) There is still the impending problem from the potential 56% of staff who are within two yrs of retirement.
Kinghorne said that the City took $600K from the Dept's WC budget to help pay for JH overruns. The Dept is attempting to settle some longstanding (20+ yrs) cases with a single payout. He offered to give a fuller report on WC at the next Finance Comm. mtg.
The staffing issue was redirected to Finance Committee for further exploration.

The committee did not meet.
(public comments)
There were none.

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

11. (DISCUSSION) Requests for future agenda items.
Comm Hale asked about the CBO contracts. The Chief was not sure when it would be ready to bring before the Commission. Comm Stiglich said that once it is known the Commission can schedule a meeting with 72 hrs notice, if need be. Otherwise, it can be taken up at the next full Commission meeting.

12. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 8:04pm.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF AUGUST MEETING of the JUVENILE PROBATION COMMISSION
to be held at Community Room Tenderloin Police Station
301 Eddy St. at Jones St.
San Francisco, CA 94102

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5:30 pm September 6, 2006

AGENDA

08-22-06P03:46 RCVD

1. (ACTION) Roll call.

2. (ACTION) Review and approval of July 26, 2006 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's report:
   - Report on request for Controller audit of Dept financial processes
   - Update on YGC youth awaiting placement
   - Update on the CARC cite-backs

   (public comments)

5. (DISCUSSION/ACTION) Possible action to approve recommended contracts with CBO providers, not to exceed $1.5 mil. **explanatory doc: list of recommended contracts with amounts.
(public comments)

6.

7. (DISCUSSION). Oversight and management responsibilities. (Stiglich)
(public comments)

8. (DISCUSSION/ACTION) Resolution of commendation for past Commissioners.
(public comments)

9. (DISCUSSION) Committee reports, other reports
   - Program committee
   - Finance committee
   - Facilities committee
   - Ad Hoc committee on performance evaluations

   (public comments)

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

11. (DISCUSSION) Requests for future agenda items.

12. (ACTION) Adjournment

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August 22, 2006

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September 6, 2006

MINUTES OF AUGUST MEETING of the JUVENILE PROBATION COMMISSION

held SEPTEMBER 6, 2006 at Community Room Tenderloin Police Station 301 Eddy St. at Jones St. San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll call.
   The President called the meeting to order at 5:35pm Comms. Queen, Hale, Fetico, Beijen were present at the gavel. Comm Rojas arrived at 5:45pm

2. (ACTION) Review and approval of July 26, 2006 meeting minutes and June 8&22, 2006 Program Comm meeting minutes, and July 24, 2006 Finance Comm. meeting minutes.
   Comm Queen, on the Full Commission mtg mins of 7/26, #7, last line, should read "Comm Queen emphasized that they should include the community contracts in the audit." Comm Beijen, on the Finance mtg of 7/24, #4, 2nd paragraph, strike the word "with", 2nd pg, 3rd paragraph, strike sentence about M. Lui. No response needed to public comment.
   With the noted amendments all the minutes were approved, 6-0.
   (public comments)
   there were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
   there were none.

4. (DISCUSSION) Chief Probation Officer's report:
   The Chief reported on an end of summer program fieldtrip with 60+ dept-involved youth, and POs, on a Bay cruise. Dept staff, supported by DPOA, City Youth Now, Zellerbach grant funds, and MUNI, organized this. It was a very good event.
   The Chief spoke about an upcoming informational meet and greet for parents coming to see their kids in juvenile hall (on Sept 9) to make the experience a positive, supportive, client friendly one.
   The target completion date for the hall is Oct. 31, with a move-in sometime in the middle of Nov. An opening ceremony is being planned for the week of the 23rd or 30th of Oct.

The grant application to the Zellerbach Foundation for a $600K/2-yr grant, is being reviewed by them. The Dept is confident the response will be positive. If so, the Commission will need to do a receipt and expense resolution at its next meeting.
The Dept is preparing a request for a $ 2.6 million/3-yr DMC grant from the Corrections Standards Authority. The Commission also needs to do a resolution to approve submitting the proposal. G. Bieringer is drafting this grant.
Another grant application from the Corrections Standards Authority will target work with mentally ill offenders.
The Chief mentioned he was invited to participate in a MacArthur Foundation sponsored roundtable on juvenile justice, Sept 21-22.k,

- Report on request for Controller audit of Dept financial processes
- Update on YGC youth awaiting placement
- Update on the CARC cite-backs

The Chief said on July 31, a letter was sent to the Controller asking for an audit of the Dept focusing on the contracting process. Peg Stevenson, of their office, called on the 21st of August, but there was no clarity on next steps.
The Chief referred to a document (grid) that showed times/delays and said that this would be made part of the monthly Dept stats report.
Meetings between the Dept and CARC are going well and coordination and cooperation is increasing. They are increasing the use of computer utilization at CARC, and capacity.

Comm Fetico questioned the letter requesting the audit, and whether it limited it to just the issue of contracting. The Chief did not feel this restricted the audit to just that.
Comm Beijen said he was satisfied with the updates on the placement waiting times, and the CARC protocols and that there needn't be any further agendizing of this for Commission mtgs. (the Chief mentioned that this would be part of the monthly stats report).
Comm Hale had continuing issues and concerns about the long delays in processing from adjudication to a successful disposition.
(public comments)
Abraham, working inside juvenile hall with the youth, was concerned for the types of crimes youth are being detained for rather than being dealt with in social preventive programs.

5. (DISCUSSION/ACTION) Possible action to approve recommended contracts with CBO providers, not to exceed $1.5 mil.
Lonnie Holmes reported that they expect contracts will be ready for approval by the Commission by the end of the month (by the next Commission meeting). Some of the delays are due to contractors not completing their paperwork (workplans, insurance, signed forms).
Ques: aren't workplans part of the proposal submission? Yes, but they need to be revised during negotiations. Comm Hale was concerned with the change in the process where previously set guidelines were not ultimately followed. He was concerned with the capacity of support (nos served) given the reduction in numbers of CBOs. He was concerned if revenues being used for certain services could legally be used for them (naming two examples: Brown Bombers, and LCRS). Specifically he said these were funds from DCYF and he didn't know if they could be "RFP'd" out. L. Holmes said that all dollars coming to the Dept had to be let out in an RFP process, including DCYF monies. Comm Hale asked the Dep. City Attorney to offer an opinion on this because he heard that they weren't supposed to be used in an RFP process. R. Katz said she

could look into it.
Comm Fetico questioned how these contract services would be evaluated.
The Chief asked if these questions needed to be resolved before the contracts are presented for Commission approval.
There was a question about evaluating services not as a process (eg. how many attended, did the activity, how many activities were done, etc. etc.) but as an outcome/impact (what resulted from the service in behavior/attitude changes), and how effective the intervention was.
The Chief commented that there is a holdback of 10% of the contract amounts, dependent on completion of an evaluation of their services' successes. He said intended outcomes need to be matched with the scope of their programs, but this will be the first time that such elements of evaluation will be required so it needs to be worked up successively.
Comm Fetico asked if some of the already completed contracts needed Commission approval. L. Holmes said that these were approved 2 yrs ago from an RFP process, and if they performed satisfactorily, in subsequent years the Dept could just proceed on.
R. Katz, Dep. City Attorney, said that contracts are only paid if there are available funds. The contracts are not for 3 yrs but one year with eligible renewals for the next 2 yrs. The answer to whether the Commission needs to approve them is not a legal issue but procedural. Legally the Commission isn't required to approve any contract. It has been past practice for this Commission to approve contracts. With respect to multi year contracts, if the Commission wants to change how it deals with these, it should be discussed with the Dept head.
Pres. Stiglich said that this item will be carried to the Sept 27 meeting, with a proviso that if action needed to be done before that, the Commission would call a special meeting to act on it.
(public comments)
Jessica Hazard commented that a recommendation/guideline of the Local Action Plan was that the funds should go exclusively or primarily to serving youth in the system (on probation). As to the 10% holdback on contracts, she said that CBOs have no problem with accountability, but they hope that everyone (including Dept staff) will be held accountable. If the CBOs don't get referrals from POs (the Dept) their effectiveness is compromised. She also said that hopefully the records system (CMS) has appropriate places where results and outcomes can be recorded and accessed. In the past there were times where results could not be inputted into the database so their results of their work were not reflected.
There was a discussion about awareness of this problem, the coordination among all partners involved in the process (DA, PD, courts, JPD, CBOs) and agreement on protocols. There are meetings going on about this, but nothing formal is in place.
Comm Queen asked that this be made concrete.
Norma Hotaling, SAGE, also echoed the need to get cooperation and collaboration with the Dept staff to get services to youth. She expressed concern that the evening reporting centers will be disconnected with the probation dept due to its funding from MOCJ.
Toni Powell commented that Judge Mahoney once said it wasn't the POs keeping youth detained, but lack of confidence in the CBOs that did. She said that there needed to be an improvement in both the effectiveness of CBOs and the perception of their effectiveness.

6. (DISCUSSION) Oversight and management responsibilities.
President Stiglich took this off the agenda for the time being.
(public comments)

7. (DISCUSSION/ACTION) Resolution of commendation for past Commissioners.
Comm Hale said he would have this ready for the next meeting.
(public comments)

8. (DISCUSSION) Committee reports, other reports
   - Program committee
   - Finance committee
   - Facilities committee
   - Ad Hoc committee on performance evaluations

     Comm Fetico highlighted some of the discussions held. The programming at LCRS was looked at and some of the problems that have arisen from the changing population characteristics. There need to be more vocational programs developed and an effective aftercare program. Some of the limitations to what can be done to repair the facility also were discussed.

     The Chief said that he is in discussions with the courts about not referring older youth to LCRS.

     Programs in juvenile hall seem to be going on consistently. They are laying plans for how to operate in the new facility's floor plan.

     Comm Beijen reported on his look into the girls' services in the Dept (requested by Comm Hale). He had a set of recommendations as a result but will not be acted upon tonight. (the report - recommendations available on the JPC web page).

     There was a short discussion about the wording of the recommendations, but no conclusions were reached. Commissioner Queen suggested the Program Committee take this issue back to committee and further discuss it with a wider audience of providers and then refine the recommendations for the full Commission.

     Comm Beijen said there was nothing new to report at this time.

     Comm Rojas said that they plan to meet before the end of the month.

     Comm Queen said that this was a work in progress and broad categories were laid out for measuring the Chief's work, but it will be discussed more with him in person, now that he is back from vacation.

     President Stiglich said she appreciated the feedback from commissioners on her reconfiguration of committee membership.

   (public comments)

   Abraham was concerned about the lack of an aftercare program for LCRS youth as well as a pre release program. He felt that POs needed an attitude change and need to learn more about the CBO services available. He emphasized that since 2000, 30 youth released from LCRS have been murdered. He said that 50% of those were killed by another person who had also been at the ranch.

   Maru Salazar, Come Into the Sun program, was concerned that other CBOs who work with girls and the Dept were not part of those in the discussion that resulted in the recommendations from the Program Committee. There hasn't been an equitable process used to connect girls to services that could benefit them (eg. the Come into the Sun program hasn't had a referral from the Girls Justice Initiative in the past 3 yrs).

Norma Hotaling, SAGE, was not aware of the topic being on the agenda, and wanted to be part of the overall discussion. She mentioned that the Dept of Justice has chosen SAGE as a national replication program. She mentioned that there has been research done on incarcerated girls, which breeched their confidentiality rights. She said she wouldn't like to see that happen again and said it was an issue the Dept needed to look into.
President Stiglich said that with respect to the recommendations, this is the work the Commission should be doing; giving guidance to the Dept.

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Jessica Hazard commented that the 'cultural' shift needed in POs and the Dept is a big task.

10. (DISCUSSION) Requests for future agenda items.
J. Hazard asked for an update on the opening of juvenile hall.
Comm Beijen asked if the DMC grant needed to be put on.
Comm Fetico asked for someone from the Controller's office to come speak about the audit.
President Stiglich said the approval of the CBO contracts be included.

11. (ACTION) Adjournment
Comm Queen asked that the meeting be adjourned in the memory of Sam Kinghorne's brother George, and that the Commission sends its condolences to his family.

There being no further business, the meeting was adjourned at 7:58pm
In memory of George Kinghorne

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SEPTEMBER MEETING of the JUVENILE PROBATION COMMISSION
to be held at City Hall room 400
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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5:30 pm September 27, 2006

09-21-06A08:21 RCVD

AGENDA

1. (ACTION) Roll call.

2. (ACTION) Review and approval of September 6, 2006 meeting minutes.
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's report:
controller audit/presentation
(public comments)

5. (DISCUSSION/ACTION) Possible action to approve submission of a proposal for a grant from the Corrections Standards Authority, on disproportionate minority confinement. **explanatory doc: resolution of approval.
(public comments)

6. (DISCUSSION/ACTION) Possible action to approve accepting a grant from the Zellerbach Foundation. **explanatory doc: resolution of acceptance.
(public comments)

7. (DISCUSSION/ACTION) Possible action to approve recommended contracts with CBO providers, not to exceed $1.5 mil. **explanatory doc: list of recommended contracts with amounts.
(public comments)

8. (DISCUSSION). Oversight and management responsibilities. (Stiglich)
(public comments)

9. (DISCUSSION/ACTION) Resolution of commendation for past Commissioners.
(public comments)

10. (DISCUSSION) Committee reports, other reports
    - Program committee
    - Finance committee
    - Facilities committee
    - Ad Hoc committee on performance evaluations

    (public comments)

11. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

12. (DISCUSSION) Requests for future agenda items.

13. (ACTION) Adjournment

** Explanatory documents: Hard copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, may be obtained from the Probation Commission office by the Monday before the meeting. Please call the office to make arrangements. (Some documents may be accessible electronically on the Commission webpage under agendas)

Sept 20, 2006

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September 27, 2006

MINUTES OF SEPTEMBER 27, 2006 MEETING of the JUVENILE PROBATION COMMISSION

be held at City Hall room 400 1 Dr. Carlton B. Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll call.
   President Stiglich called the meeting to order at 5:43pm. Comms. Hale, Queen, Beijen, Ricci, Fetiçõ were present at the gavel. Comm Rojas was excused.

2. (ACTION) Review and approval of September 6, 2006 meeting minutes.
   Upon motion and 2nd, the minutes were approved as written.
   (public comments)
   There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
   Jessica Hazard commented that the Commission should be careful in the manner in which it presents recommendations and findings, as evidenced by the events that arose from the last Commission meeting, and Program Committee meeting. A lot of discomfort, discord, and misunderstanding could have been avoided had 'other' language been used.

4. (DISCUSSION) Chief Probation Officer's report:
   - controller audit/presentation

   The Chief introduced Harriet Richardson, from the Controller's office. She said that after speaking with the Chief, they decided that they would do a performance audit on the contracting process for CBO contracts. They would anticipate doing this in the early part of the 2nd half of the fiscal year so there was time to implement whatever recommendations are made. Comm. Fetiçõ said that this was not what he had intended. He had wanted a complete financial audit of the entire Dept's fiscal operations to see how it was operating, if financial processes and controls were in place and effective.
   The cost of this audit would come out of the set aside that the Controller takes from each dept budget (0.2 of 1%). Funds not used in a year are carried over. She did not know how much was in the JPD "account" at this point.
   The audit can cover as far back in time as the Commission might want to look at. The Commission could give them a list of the major aspects that they would like looked at

and the Controller's office would come back with an outline of work.
The Chief said he understood that this audit would be a financial audit of the Dept, with specific attention to the CBO contracting process, but this is open for refinement and finalization. Comm Queen asked her for an example of a financial audit they have done for others looks like. She could bring that to the next Finance Comm. mtg.

- Juvenile hall replacement project update

Joanne Chow Winship said the first phase is coming close to completing, by the end of Oct. with an opening ceremony for the last week of Oct., and move-in by mid-Nov. Details for the opening ceremony are not yet laid out.
Comm Hale asked about the staffing status for the new facility, whether it will be adequate or not. Chow-Winship deferred to the Dir of Juvenile Hall, who was not present. The Chief said they are working out issues around staffing now, with the unions.

- Parents meet and greet

As the Chief mentioned at the last commission meeting, they held a parents' orientation/meeting/greeting for parents who were visiting their child on Saturday, 4 wks ago. This was an effort to make the experience less disorienting and alienating, to have them better understand their situation and the process. This will be done monthly. The idea came up from parents who attended the Commission meeting in the Mission district last year.
President Stiglich commended the Chief on this.
(public comments)
There weren't any.

5. (DISCUSSION/ACTION) Possible action to approve submission of a proposal for a grant from the Corrections Standards Authority, on disproportionate minority confinement.
G. Bieringer said this was for a 3 yr contract to address DMC. The first year would work on infra structure and education of probation dept on the topic and issues around DMC, year 2 will look at stakeholders and plan development, and implementation comes in year 3. Comm Hale indicated his opposition to taking this money and wait 3 yrs to implement. G. Bieringer said that the grant would not prevent them from going forward quicker. The lack of resources in SF has impeded going ahead to try systems' changes. This would provide training, which has been missing in SF's work. Comm Hale said the City should commit its funds to advancing the DMC work. G. Bieringer emphasized that the funds would allow them to do the training necessary for all parties that they have not been able to do heretofore. Additionally, it would support a fulltime DMC coordinator, which has been sorely missing.
The discussion revolved around some basic thoughts. On the one side: SF is far beyond just the beginning stages of DMC, and should be looking to quickly implement potential changes. This grant would constrain the work by a 3 yr timeline before implementation is reached. The City should be invested financially in this work, and getting that commitment is more important than getting this grant. The City has shown no political will to address this. And on the other side: This grant will bring resources sorely needed by SF's DMC efforts. SF's work is not all that advanced to where implementation is an immediate possibility, but nothing in the grant program precludes moving more quickly to implementation. Training of many partners (probation staff) in the process is still sorely shallow and there is no fulltime coordination of this work. This grant ($525K over 3 yrs) would make all that possible. While getting the City to step up to the plate is definitely needed, that is no rationale for refusing the chance of getting

other available monies.
One proposed recommendation is to get the Bd of Supervisors to pass a resolution with a firm financial commitment to aiding the DMC work. It was stated that while getting the grant would help speed the work to implementation and possibly make it more successful, not getting the grant would not impede the work anymore than current limitations do.
There was a discussion about whether acceptance of the state grant (if awarded) should be dependent upon the SF Bd of Supervisors' financial commitment of participation (meaning if the City didn't commit funds, these would be refused), but there was no consensus.
After a short recess,Chief Siffermann crafted additional language for the resolution. The Commission reconvened and Comm Queen read this language added to the original draft resolution, after the first "RESOLVED," to wit,

"Further Resolved, That the Board of Supervisors intends to further support efforts to reduce DMC by providing future funding to implement these strategies; and, be it"

and moved to approve the resolution with this amendment. Comm Beijen 2nd and upon a voice vote the motion carried, 6-0. The Chief will get the final draft of the resolution to the Commission President for signature.
There was a question about why this issue came to the Commission at such a late date (proposal due Oct. 2). The Dept said that this was the first opportunity to do so.
(public comments)
There were none.

6. (DISCUSSION/ACTION) Possible action to approve accepting a grant from the Zellerbach Foundation.
The Chief briefly reviewed that the grant would be a two year $600K grant to help "reclamate" the dept's structure and culture, "reclamate" youth through effective interventions steeped in evidence based practices, and restoration of effective partnerships with system stakeholders and community based organizations.
The question was called and upon voice vote, carried 5-0.
(public comments)
there were none.

7. (DISCUSSION/ACTION) Possible action to approve recommended contracts with CBO providers, not to exceed $1.5 mil.
Comm Hale asked if any of these contracting agencies have been working on their program services since July 1. And in reference to an earlier public comment, he asked if the process was indeed that referrals to CBOs could only come through the Probation Dept.
The Chief did not think that the referral process was that restricted, that referrals could come from the courts. It may go through the Dept but does not have to be originated by POs. As to whether contractors are already working, with an understanding that they will be paid for their work from July 1, he wasn't aware of any doing this that did not already have a current contract in place. He will look into this.
Comm Queen said he has heard the same concern in the past of CBOs not receiving enough referrals from the Dept to fulfill their work plans.
Comm Hale asked if the City Attorney had found out whether the monies (funds) were being used according to legal proscriptions placed on them (specifically the DCYF funds). L. Holmes said he spoke to the Deputy Director of DCYF and forwarded on information to the Commission Secretary to give to the commissioners. Comm Hale said he read that but it did not answer his question, which was, can those dollars be "rfp'd" out? Did the Dept distribute that money consistent with DCYF agreement? L. Holmes said, yes it was.
Comm Fetiçõ asked: asked if YCD was accessing all the Dept's youth. L. Holmes said he has introduced them to most of the Dept's line staff. They will have stipended slots for youth, and will get jobs for the youth. They are connected to Cityspan, which is a

network for finding jobs, and they have a contract for 75 jobs with the new Home Depot.

Comm Fetiçõ asked about YGCIC: is the Dept paying for the Director? Ans: no. what is John Knox? He is a staff person who is running all those programs/services until they can get an executive director onboard. L. Holmes said they have an interim acting executive director, Bob Anyon (spelling?) Comm Fetiçõ asked about CJCJ: the PrIDE report showed they had no documentation of their program services in the past year, but they are now being funded. L. Holmes said what they did was basically go with the recommendations. He said in the past contractors essentially came up with their own service plans and told the Dept what they were going to do. This time around, the Dept had specific things it wanted the vendor to do. CJCJ will be doing case plans for youth coming out of detention (JH and LCRS). The Chief said that CJCJ provides a service that no other entity or probation is equipped to provide (preparing detention release plans). This is a void now in the Dept. no other providers do this for the Dept.

Comm Ricci commented that the issue of YGCIC was questioned before the current CPO coming on. She asked how Dept staff could be running a non-profit. She also wanted to know how the YGCIC staff was funded and who issues the checks for funds issued and how are they being funded. Who is getting paid to run the CBO and where are they funded from. The previous chief did not respond to this question, and she asked to have it clarified now, to make sure there is no conflict. She asked if the client numbers were accurate (having heard in the past that they did not reach the numbers they were supposed to serve) and if an evaluation had been done on their effectiveness. L. Holmes said there has been a dramatic turn around within the last year. The judges are fond of their programs. YGCIC has taken over the community service program on Saturdays, and the parenting program.

He noted that the entire amount of funds to the YGCIC is not from one source, but a combination of a few: Prop J, and an add-back from the Bd of Supervisors. The Juvenile Probation and Camp funds is about $210K. Holmes also mentioned that they operate Juvy Java, which is essentially the Dept's café. The Chief offered to make this question of the YGCIC part of the audit by the Controller. Comm. Hale asked about the contract for ICAN. Their population was reduced by more than half, but the total amount of funds is still very high (only reduced by $25K) L. Holmes said that this is the only provider that will be working with the youth while in detention and then working with them after they leave detention, in some aftercare program. They can conceivably work with 125, but they will be providing aftercare services for 50, so both numbers are correct. This is a program operated by two programs, ICAN and Parents Who Care.

The Chief said that the original 125 was what was proposed by the CBO, but the Dept was not going to contract for that many, so the current numbers are what the Dept expect them to work with. Comm Hale had a continuing problem with the brief description of their services, giving him little understanding of exactly what they would be doing. It still isn't clear why the service level is now less than half of the original amount but the funding level hasn't been reduced to a proportional level. L. Holmes offered to give the Commission the complete work plans of the vendors.

Comm Hale wanted the original and final version of the ICAN work plan.

Comm Hale asked how evaluation of these services would be carried out. L. Holmes said that monthly reports from the CBOs will be entered into the CMS system and they will primarily look at service levels and recidivism rates. He said that of all the evaluations that have been done through the Dept's programs, the only thing that matters at the end of the day is did the youth recidivate and if not, where are they now? The Chief said there were specific outcome measures that needed to be reached by each contractor, in order to capture the 10% of funds that are held back from their contracts, pending completion of the data collection and

successful outcomes of their target population. Comm Hale was not satisfied with just that. Comm Queen commented that maybe the Dept should decide what it would take to do an effective evaluation that will be useful to the Dept, and put together a proposal of staff and resources that will be demanded for this, and then maybe the Commission should take that and advocate for it.

Comm Hale continued to question giving so much to ICAN, and suggested it be reduced, with $30K be transferred to Brothers Against Guns (BAG). He further questioned how BAG got funded when others scored higher. L. Holmes said that BAG was the only one offering to do Saturday program services as the Dept had wanted. He said that, like YGCIC, they provided a program that the Dept felt served the Dept's needs and was a priority.

L.Holmes said that some of the monies assigned to contractors are not from the $1.5 mil general fund, but other sources that aren't part of the action on this item.

Comm Hale questioned the process that took place to decide on contractors. It appears to have veered from the RFP process and the "objective" scoring at the end, with the Dept negotiating with CBOs of their choice (not necessarily based on their scores) for certain program services and funding levels that were not proscribed by the RFP. Thus, some CBOs become funded now where they weren't on the list for funding after the proposal scoring was done.

There was also a short discussion regarding the apparent disparity of funding levels for services, and one explanation given was the number of contact hours in one program vs another program service.

Pres. Stiglich questioned wisdom of the suggestion of changing funding levels between service areas (detention based services and life skills). She asked R. Katz, deputy City Attorney if the Commission could move amounts around like that. R. Katz cautioned them against overstepping their authority and interfering in Dept operations. She said it isn't clear that this is a budget item that hasn't already been approved in the overall budget, so this being "individual pie shares" it is an administrative function.

Comm Hale said this was exactly his concern, raised before, about whether the Commission could or could not act on this (his position is they can).

There was a discussion about whether another special meeting should be held to specifically deal with the contracts, whether individual contracts would be dealt with tonight, and whether the Commission needed to, or was able to vote on these contracts at all –per the City Attorney's opinion that individual contracts were an administrative matter. She advised the Commission against any appearance of bias in speaking about programs (CBOs).

Comm Beijen said the Commission is an oversight body and should not get into administrative functions.

Commissioner Hale stated that he had "read the Charter" and that the Commission was responsible for the "management" of the department.

Comm Queen asked what the Dept felt about the proposals raised. L. Holmes said that the process was long and thoughtful, it was done above board, and should be acted on tonight in order to not delay getting the CBOs paid.

Comm Hale was still not persuaded that the Dept's rationale for funding ICAN was

credible.
The Chief expressed he was troubled by the process, and said they have a laundry list of lessons learned, but they want to get the services approved so the youth can get helped.
He said that in all his discussion with the CBOs he told them that services would not be paid for before the Commission approved contracts. He asked if the Commission was not going to act on them tonight, that they do not act until the Dept can provide them with all the information they want.
Comm Ricci asked if there was a deadline for action on the contracts. L. Holmes said ASAP, as the contractors have already developed their programs, hired staff and begun to implement things they need to get done in order to meet the service targets. Comm Ricci recommended having a special meeting to just thoroughly go through the contracts and decide.
Comm Fetico moved to reduce ICAN by $30K and increase BAG by that amount. Comm Hale 2nd but both agreed to rescind their action in favor of Comm Ricci's recommendation.
Pres. Stiglich asked if the Commission couldn't now just go through each contract and make a decision on approval at whatever funding level?
Comm Ricci agreed with an earlier comment from Comm Queen, that the Dept should ask for more funding to support community based services for its youth.
Comm Queen recommended that the President of the Commission speak with the Mayor about supplemental support for programs. The Commission agreed that the President should contact the Mayor and Bd of Supervisors to add more monies to these programs.
He said that while he wasn't happy with the situation, he would support approving the contracts with a proviso to increase the monies for them. Comm Hale disagreed. He also hasn't heard how these contracts fits into the Local Action Plan.
Comm Queen said that he had serious questions about the entire process and choices, and he would agree with Comm Hale's feeling that the Commission should not fund any programs until the City showed its commitment to support adequate interventions, he didn't want to hold up funding to the CBOs that need to get on with their work.
Comm Ricci echoed Comm Queen's opinion that they should act on these contracts while fighting for additional help from the City.
The motion by Comm Queen is to approve the contracts as presented, and to support advocacy for more monies through the Bd of Supervisors process of "add-backs". Motion 2nd by Comm Beijen.

Comm Hale commented that this is a very dangerous process vis-a-vis public policy because the Commission had no opportunity to adjust the dollars (and a question of whether it has the authority to).
The question was called and upon roll call vote, Comms Beijen, Queen, Ricci, Stiglich voting for, and Comms. Hale, Fetico against, the motion carried.
(public comments)
Louis Rocha, Boys and Girls Club of SF, lamented that they have only received 2 referrals from the Dept for their program services (first time contracting with the Dept) since July. They were told they could not get referrals from other sources. If

this trend continues they will be hard pressed to serve the 45 youth they are contracted to work with.
Jessica Hazard, said that many of the questions raised by the Commission could have been answered if the Commission had read the RFP before it went out because many of the questions were covered in the RFP. She said that much of this troubled process was due to the Dept trying to make up for some of the defunded programs from MOCJ.
She said that if the Commission does go for more funding, she encouraged them to advocate for district 4 and 7, which were totally de-funded.
She said the process is disrespectful to the CBOs because it assumes the CBOs are going to keep doing the work (which is what they do) despite not assuring them they will be paid for it before contracts are signed. She was confused by the Chief's comments about CBOs doing any work before the Commission acted, despite the talk of doing things in good faith. What does this mean about the work done between July1 and now?
She finally announced that there was an upcoming Bd of Supervisors Finance Comm /Gang and Gun Violence mtg on Oct. 11 to discuss supplemental funding.
(A____ Prado?) Boys and Girls Club of SF, introduced briefly what they want to be able to do with the Dept in providing services to the youth.
Shawn Richard, BAG, commented on his own and his organization's commitment to the work and community. He thanked the Commissioner for his acknowledgement of BAG. He reviewed some of the results of his programs, where the majority of their youth do not re offend.

8. (DISCUSSION). Oversight and management responsibilities.
This item was tabled.
(public comments)

9. (DISCUSSION/ACTION) Resolution of commendation for past Commissioners.
This item was tabled.
(public comments)

10. (DISCUSSION) Committee reports, other reports
This item was tabled.
   - Program committee
   - Finance committee
   - Facilities committee
   - Ad Hoc committee on performance evaluations

(public comments)

11. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

12. (DISCUSSION) Requests for future agenda items.
Comm Queen said that Sam Kinghorne expressed his gratitude for the Commission's

sympathies for his brother.
President Stiglich asked to have the topic of rules for commissioner attendance be discussed.
Comm Hale asked the Finance Comm to discuss a supplemental budget request and Program Comm to look at the CMS evaluation system.
President Stiglich asked to put on the Bd of Supervisors' request for commissions to establish an attendance policy.

13. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 10:34pm

NOTICE OF OCTOBER MEETING of the JUVENILE PROBATION COMMISSION
to be held at City Hall room 263
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5:30 pm Monday, October 23, 2006

AGENDA

1. (ACTION) Roll call.

2. (ACTION) Review and approval of September 27, 2006 meeting minutes.
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's report:
   - Review of recent population stats for juvenile hall and what can be done about them.

(public comments)

5. (DISCUSSION) Report from September Jarrett, Director of Policy and Planning, Dept of Children, Youth and Families on DCYF's Children Services Allocation Plan, **explanatory doc: DCYF Annual Allocation Plan
(public comments)

6. (DISCUSSION/ACTION) Scope of audit of the Dept by the Controller. (Hale)
(public comments)

7. (DISCUSSION/ACTION) Further discussion and possible action to formalize a supplemental budget request from the Commission and Department, to the Mayor and Board of Supervisors.
(public comment)

8. (DISCUSSION/ACTION) Possible action to adopt a commission attendance policy, per request from the Mayor and Bd. Of Supervisors.
(public comments)

9. (DISCUSSION/ACTION) Review of discussion, for possible action, the naming of spaces in the new juvenile hall facility. (Hale)
(public comments)

10. (DISCUSSION) Committee reports, other reports
    - Program committee
    - Finance committee
    - Facilities committee
    - Ad Hoc committee on performance evaluations

(public comments)

11. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

12. (DISCUSSION) Requests for future agenda items.

13. (ACTION) Adjournment

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October 19, 2006

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October 23, 2006

MINUTES OF OCTOBER 23, 2006 MEETING of the JUVENILE PROBATION COMMISSION

held at City Hall room 263 1 Dr. Carlton B. Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll call.
   President Stiglich called the meeting to order at 5:36pm. Comms. Hale, Queen, Beijen, Fetico were present at the gavel. Comm Rojas arrived at 6:59pm. Comm Ricci was excused.

2. (ACTION) Review and approval of September 27, 2006 meeting minutes, & May 3, 2006 Facilities Committee minutes
   The minutes of September were approved as written. Comms Queen and Rojas approved the Facilities Committee minutes.
   (public comments)
   There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
   P. Johnson, a female, spoke about her concerns for raising children in SF.
   Jessica Hazard Tawqi asked for an opinion from the City Attorney regarding any conflicts of interest of any current Probation Commissioners who have a contract with the Dept.

4. (DISCUSSION) Chief Probation Officer's report:
   - Review of recent population stats for juvenile hall and what can be done about them.

   The Chief reported that they have been very concerned about the rise in the population and have initiated various measures to address it. He referred to several documents showing various population stats, that bottom line, showed more admissions than releases in Oct.
   Some highlights: 87% youth of color, 27% out of county /undocumented youth, Residence: 23% from Bayview, 10% Mission, 15% Western Addition. Charges: 20% robbery, 6.7% assault with deadly weapon.
   Overrides 46% of those not reaching threshold detention numbers were overridden.
   Youth with longest stays in JH are those awaiting adjudication. Delays may be from dispositional reports/recommendations being contested, resulting in continuances and

further detention in JH, or dispositional decisions, which are appealed. There are many 707 cases (determination to file as adult), most of which end up being tried as juveniles. Detention alternatives are not being accessed to their capacity.

The Chief further said that information regarding the utilization of the Risk Assessment Instrument might not be totally accurate. Additionally, the staff that completed about 30% of all RAIs at the "front door" recently retired (abruptly), leaving a further inconsistency in its application.

The Chief holds a weekly meeting w/ supervisors, Dir of Probation, Dir. of Juvenile Hall (JH), to review the house list (Mon 4pm) He looks at all the RAI overrides daily. They have a daily 2pm meeting with all relevant parties regarding any specific youth in JH to develop the principles of their dispositional plan and their release plans. They want to have a detention release plan ready even before the court review. They have a weekly risk management meeting run by division directors to identify detention alternatives that can be employed. Some contracted CBOs are introducing themselves to Supervision Supervisors so that more Dept staff can be aware of the resources that can and should be used.

He has proposed a Friday afternoon detention review calendar, to see if there's any way of releasing some for the weekend. He also proposed authorization to do administrative releases by the CPO, and a restriction of weekend sentences until the population was under capacity. The judges now get a daily copy of the house list with other info (eg. how long they've been in, status of the case), and detention alternatives available –this list is also posted in the courtrooms.

He said what he still needs is a central "point" person that anyone can go to for up to date and accurate information about all these resources so that their utilization is maximized and consistent and the status of detained youth can be reduced.

- mentioned another assessment instrument (YASI) they want to use to assess youth coming to JH.
- is looking for national models of systems response protocols as to detention capacity.
- is trying to get at least 20 youth referred to DDAP as soon as possible.
- has spent more time in the JH units to assure that the health and safety of the youth and staff are not badly affected by the numbers. Staff is doing a commendable job in keeping youth engaged and morale high.

Comm. Beijen commended the Chief and staff on their efforts, and said he wanted to see a different process at the front door so that no youth was admitted until various things are done to establish a certainty of need for detention.

Comm Fetico asked if the population is broken out according to ethnicity. The Chief said they could pull that out. He said there were 5 white youth out of the 90 admitted.

Comm Hale said that police charge youth based on arbitrary criteria (bias).

Comm Fetico noted an incident involving youth he knows, where it appeared that each was charged differently maybe due to race.

President Stiglich commended the Chief on efforts to date regarding the increase in population.

The Chief asked if it would be a possibility to ask for payment from other counties for the Dept holding their youth in JH longer than a certain period of time (currently 25% of admitted youth are out-of-county, with an average stay of 7 days). If the Dept could

impose charges for the cost of detention, the parents of out-of-county youth detained here may move more quickly to remove those youth. The consideration was also raised of charging the counties.
(public comments)
A staff from DDAP spoke off mike and was not picked up but her comments regarded bringing more attention to getting youth out of detention as early as possible.

5. (DISCUSSION) Report from September Jarrett, Director of Policy and Planning, Dept of Children, Youth and Families on DCYF's Children Services Allocation Plan
Margaret Brodkin, Director of DCYF, gave an overview of the process by which they come up with their children's services allocation plan (proscribed by the Children's Amendment of 2000, which created 3 yr funding cycles), which will be given to the Bd of Supervisors in Dec. for approval. She showed various documents that described the proportion of funds going to the various priority service areas they been funding. They are not planning to make drastic changes to the overall plan, but rather build on successful initiatives. Many of them are inter-departmental efforts. There is a large emphasis on youth workforce development, especially in serving youth of this Dept. One program, "New Directions" is exclusively for probation youth. They have also taken over support of two initiatives that this Dept used to help fund: beacon centers, and case managers.
Comm Hale asked the Chief if there had been discussions regarding the cuts in support for violence prevention activities. The Chief said that they had talked about including violence prevention in school curriculum, in getting parents to address and teach the younger siblings in their homes.
Comm Hale spoke briefly about a gang summit at the Presidio, that he attended this day.
(public comments)
Jessica Tawqi mentioned that there is still a large lack of money to make up for the $2 mil in cuts to violence prevention activities.

6. (DISCUSSION/ACTION) Scope of audit of the Dept by the Controller.
Peg Stevenson, Director of the City Services Auditor division of the Controller's office reviewed what the performance audit would accomplish for the Dept. but said that normally this would not be done for the Dept at this time since it has been looked at various facets, several times over the past 8 yrs. They will attempt to give 500 hrs of audit work to the Dept this fiscal year (eg of a 500 hr audit is the one for Treasure Island).
They are undertaking a citywide audit on payroll to identify fair/unfair allocations, legal/illegal allocations, or just bad practices. They are also going to look at CBO compliance standards. They also do "post audit testing" where they look at transactions to see the error rates in the process.
Comm Beijen referred to a list of suggestions for areas for the audit, submitted by Mark Lui (attached at end of minutes).
Lui said that payroll is the largest cost to the Dept. They continue to work on workers comp. They also have significant costs in the post positions (exceeding $100K/yr for each counselor that is out). The CBO contracts.
President Stiglich asked P. Stevenson if there was a follow up of the workers comp review to see how the recommendations were implemented? Stevenson said since this was not a performance audit, there wasn't the normal follow up done, but the ongoing citywide analysis of workers comp includes how the Dept is doing.
Comm Beijen asked Lui if the list represented his priorities. Lui said, "yes, it did, based on the amounts of money and the relative risks that, at least from our points of view where we felt there could be some benefits in terms of looking at these areas."
Comm Fetico said that his interest was to get a full audit of the Dept's financial processes

and a performance review of how the Dept was operating overall and why things were the way they were: eg. why there was just one staff in the community programs division to deal with contracts.
Comm Hale said he was also in favor of a full audit of the Dept. If it could not be done in one year, then he wanted to see the plan that clearly delineates what would be looked at and when so that all areas needed were covered.
P. Stevenson said that the way they approach an audit is "risk based". Looking at areas where a great amount of money is spent, and looking at known or potential weaknesses in that process. She mentioned a little about a monitoring project of CBO contracts they are now doing to streamline individual (and somewhat duplicative) monitoring done by various city departments of those CBOs. This Dept is now a part of that monitoring evaluation being done by the Controller.
Comm Queen reviewed that an overall performance audit of the Dept was part of the original request from Comm Fetico. His own interest is in how each division of the Dept is performing vs. the goals set for each. He'd like to see, aside from the contracting process, the audit at least include one division of the Dept, like Probation Services.
P. Stevenson said perhaps the Commission could take a couple of things that are in place to get at the structural issues that they are thinking of, rather than saying a comprehensive audit activity. She said she thinks it more beneficial to look at an area of concern where they know there is a management issue or a processing problem, or a particular type of job classification that really needs analytical assistance.
The Chief described some effort now being made to do performance evaluations of probation services staff. Comm Queen commented that maybe an outside body can also be used in conjunction with what the Chief had already set up.
P. Stevenson said perhaps the Commission could take a couple of things that are in place to get at the structural issues that they are thinking of, rather than saying a comprehensive audit activity. She said she thinks it more beneficial to look at an area of concern where they know there is a management issue or a processing problem, or a particular type of job classification that really needs analytical assistance.
Comm Hale said he'd like a review of the Title 4e reimbursements to see what can be done to maximize this as a source of revenue for Log Cabin also.
The Chief described some effort now being made to do performance evaluations of probation services staff. Comm Queen commented that maybe an outside body can also be used in conjunction with what the Chief had already set up.
P. Stevenson reviewed that there has been two audits done on very large issues of the Dept (WC and JH staffing), the Dept has a new Chief, who has a long history of work in this field, and the Dept is getting a new finance and admin chief, so with all things considered, this Dept is in a better position than many other depts.
President Stiglich said that an outside auditor should be utilized for areas the Dept doesn't have the expertise to do itself, especially in financial matters, or in areas the Dept has shown it has not been able to do a good job, eg. CBO contracting.
P. Stevenson said that the Commission has plenty of time to decide, the Controller could not start their work until February, more likely March.
Comm Beijen will take this back to committee and work out something with the Dept. to present next time.
(public comments)
Abraham, Inner City Youth, working with Dept youth, commented that there are many aspects of the Dept's work that an audit could attend to, but he was interested in finding out if there were ways to "track" youth who leave the dept, so they do not lose contact with them in the communities.

7. (DISCUSSION/ACTION) Further discussion and possible action to formalize a supplemental budget request from the Commission and Department, to the Mayor and Board of Supervisors.
President Stiglich asked the Chief to briefly summarize what happened at the Bd of Supervisors Finance Committee. He reported that he went to support the Mayor's supplemental budget request, which included $66K for the Dept to pay OT to provide visitation to youth in the community.

President Stiglich reported that she has had informal discussions with about 2 Supervisors, and formal discussions with about 5 of their offices. She mentioned that Supervisors Dufty and Daly supports some new positions for the Dept. Supervisor Peskin was more inclined to support the position more than the CBO add-backs. She said that if individual commissioners had personal familiarity with any supervisors that she has not had a response from, possibly they could get in touch with those.
Comm Queen commented that it was his understanding that the position of the Commission was that the Bd of Supervisors should support the add-backs to CBO contracts that were taken away, with special attention to front line activities (and even advocating for more than just returning the cut funds, but to increase the amount given to violence prevention).
(public comment)
A staff from CJCJ (DDAP) said that it is clear that there is a great disconnect among those in the field offering services in the criminal justice field, and encouraged more communication amongst the players.

8. (DISCUSSION/ACTION) Possible action to adopt a commission attendance policy, per request from the Mayor and Bd. Of Supervisors.
Comm Hale was opposed to instituting any policy beyond what is already in place.
This item was tabled till the next meeting
(public comments)

9. (DISCUSSION/ACTION) Review of discussion, for possible action, the naming of spaces in the new juvenile hall facility.
This item was tabled till the next meeting
(public comments)

10. (DISCUSSION) Committee reports, other reports

- Program committee
  Comm Fetico reported that they spoke about CBO contracts and how the CMS database at DCYF can be used to assist in evaluating those contracts. At this point there are about 6 contracts that have not been completed. The committee to look into girls services is set to meet tomorrow (10/24).
- Finance committee
  Comm Beijen reported that the committee discussed the topic of the audit with Harriett Richardson. They reviewed that of the CBO contracts, 30 were in the City Attorney's office, and 6 remained to be completed. The topic of the supplemental budget was passed to the full commission for tonight. The idea of preparing the budget now was a good one and the committee will be following up on having a timeline set up to begin this. One question was raised, that being the need for a new hire in the position of a researcher/evaluator.
  Comm Hale asked if CBOs that did not have a contract in place would be paid for all those months since July? The Chief did not know.
- Facilities committee
  Comm Rojas said they briefly looked at the JH project progress, and some of the projects that were on a list of concerns for the Dept. these will be looked at further in future meetings. On an aside she spoke about her visit to LCR.
- Ad Hoc committee on performance evaluations
  Comm Queen said that a meeting between the committee and the Chief would be set up.

(public comments)
there were none.

11. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

12. (DISCUSSION) Requests for future agenda items.
There was a brief discussion about setting the next schedule of meetings for the full Commission. It was decided that in Nov. it would be held at YGC on Nov. 15, thereafter it would be the 2nd Wed of each month.

13. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 9:02pm.

Attachment:

Payroll/$18.5 Million Budget: Comparison of payroll to authorized positions. Review of overtime documentation and scheduling practices.

Workers Comp/$1.2 Million Budget: Review of Workers Compensation policies and practices and progress in overall reform efforts.

CBO's/$4.4 Million Budget: Review of CBO compliance to financial and program requirements. Review of JPD contracting process and practices.

Revenues/$7.7 Million Budget: Review Title IVE and other grant and subvention practices with a focus on possible opportunities for increased grant revenues, subventions, and reimbursements.

Food/$475k Budget: Review policies and procedures for food ordering and purchasing.

Energy Costs/$805k Budget: Review energy costs and evaluate efficiency and usage practices.

Telephone Costs/$221k Budget: Review and evaluate efficiency and usage practices.

Compliance with Controller's and Purchasing requirements is completed on a yearly basis during the Controller's annual Post Audit.
(fr: Mark Lui)

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF NOVEMBER MEETING of the JUVENILE PROBATION COMMISSION
to be held at Youth Guidance Center Cafeteria
375 Woodside Ave
San Francisco, CA 94127

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5:30 pm Wednesday November 15, 2006

AGENDA

1. (ACTION) Roll call.

2. (ACTION) Review and approval of October 23, 2006 meeting minutes 11-01-06A08:44 RCVD
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's report:
(public comments)

5. (DISCUSSION) Report on status of CBO contracts.
(public comments)

6. (DISCUSSION/ACTION) Possible action on Finance Committee recommendations on the scope of audit of the Dept, by the Controller.
(public comments)

7. (DISCUSSION/ACTION) Possible action to adopt a commission attendance policy, per request from the Mayor and Bd. Of Supervisors.
(public comment)

8. (DISCUSSION/ACTION) Review of discussion of the naming of spaces in the new juvenile hall facility, for possible action. (Hale)
(public comments)

9. (DISCUSSION) Committee reports, other reports
   - Program committee
   - Finance committee
   - Facilities committee
   - Ad Hoc committee on performance evaluations

   (public comments)

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

11. (DISCUSSION) Requests for future agenda items.

12. (ACTION) Adjournment

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October 31, 2006

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November 15, 2006

MINUTES OF NOVEMBER 15, 2006 MEETING of the JUVENILE PROBATION COMMISSION

held at Youth Guidance Center Cafeteria 375 Woodside Ave San Francisco, CA 94127

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll call.
   The President called the meeting to order at 5:34pm Comms. Beijen, Queen, Ricci, were present at the gavel. Comm Fetiçō arrived at 5:37pm. Comms Hale and Rojas were excused.

2. (ACTION) Review and approval of October 23, 2006 meeting minutes
   Upon motion and second, the minutes were approved as written.
   (public comments)
   There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
   There were none

4. (DISCUSSION) Chief Probation Officer's report:
   The Chief took a moment to commend all those staff that made the opening ceremonies for the new juvenile hall facility a big success.
   The Commission spoke positively about the event and thanked the Chief and Dept staff for their efforts.
   (public comments)
   There were none.

5. (DISCUSSION) Report on status of CBO contracts.
   Lonnie Holmes reported that 18 of 21 of those RFP'ed were completed and active. Of the baseline-funded programs, 16 of 20 are complete. (3 have not completed their work plans)
   Comm Queen asked what was keeping them from completion. L. Holmes said there were issues with regards to processing and business and finance, in terms of funding issues. These are being worked out. The others were still completing their

work plans to be put into the CMS, and negotiating work plans.
Comm Queen expressed surprise and said that it is unacceptable at this late date in the year to still have contracts that hadn't been completed, and the public comments he heard tonight shows a serious breakdown in communications. He wanted to know why contractors have not been kept up to date about their contracts and where the breakdown was. The Chief said he'd find out what the problem was.
(public comments)
Denise Coleman, Huckleberry, asked what the status of their contract was, as they haven't been paid yet. (Holmes said their work plan had just been entered into the CMS this day).
Norma Hotaling, SAGE, was also confused, saying that their initial contract, which she signed, was never honored, and instead the Dept modified it with an additional $14K, but that hasn't been approved so now she's still waiting for payment. She didn't' know what was happening.

6. (DISCUSSION/ACTION) Possible action on Finance Committee recommendations on the scope of audit of the Dept, by the Controller.
Comm Beijen read the following recommendations for the full Commission's consideration:

1. Audit the contracting process and CBO compliance with financial and program requirements.
2. Job/classification study (allocation and distribution of staff -- is it most efficacious/appropriate?).
3. The Management Information System (CMS, including JJIS -- efficient, adequate, or not.
4. Assess the Community Programs Services Division's management structure.
5. Assess the efficacy of the relationship between Probation Services Division and CBOs (including JDAI).
6. Assess the management's coordination re: usage of detention alternatives and other community programs.
7. Assess the Department's case management practices

Upon motion by Comm Beijen, seconded by Comm Queen, the vote was called and carried 5-0. (Comm Hale and Rojas excused from voting: absent)
(public comments)
Denise Coleman supported the motion.

7. (DISCUSSION/ACTION) Possible action to adopt a commission attendance policy, per request from the Mayor and Bd. Of Supervisors.
There was a short discussion about this, with some commissioners being opposed to it, while others were neutral. President Stiglich asked the Commission Secretary if there were already rules in place regarding attendance and he said that he couldn't recall if the Commission rules contain any, but the City Charter did. Rebecca Katz, Dep. City Attorney, read both the Commission rules and the Administrative Code sections regarding attendance of commissioners.
The Chief mentioned a recent ordinance regarding Bd. of Supervisors being able to participate in meetings via teleconferencing, but didn't know its impact on commissions.
The item was tabled for a future discussion.
(public comment)
There were none.

8. (DISCUSSION/ACTION) Review of discussion of the naming of spaces in the new juvenile hall facility, for possible action.
Comm Fetiçõ commented that while acknowledging staff, we shouldn't overly

emphasize this because at the end of the day it is still a place of "lock up".
(public comments)
John Redogno, Counselor, endorsed a naming opportunity for Liz Aragon, and said that he, Comm Queen, and others in the Dept had a discussion about the way this could be done. They talked about plaques in the walkway area and felt positive about this means. Counselor Thomasson also favored acknowledging Ms Aragon, as did Dennis Doyle, who encouraged the Commission to constitute a committee to review such "nominations" as appropriate.
Comm Queen agreed with the comments made, but wanted Comm Hale to be a part of the discussion before any decisions are made.
Comm Beijen asked if the Chief could appoint a committee made up of staff that would make recommendations as names come up for consideration, to the Commission for approval.
Comm Ricci agreed.
President Stiglich recommended this topic go back to Facilities Committee to work with the Dept staff to come up with a mechanism/process for making recommendations to the full Commission.
Toni Powell, Dir LCR, cautioned that any process not be susceptible to the advocacy or favoritism of any particular interest group or party, that an objective criteria and process be utilized.

9. (DISCUSSION) Committee reports, other reports

- Program committee
  Comm Fetiçō said that the committee would be meeting Nov. 29.
- Finance committee
  The Finance Committee met last evening. Commission Queen and I were present, as was Chief Siffermann, Ms. Magee, and Mr. Chan Comm Lingad Ricci was excused.

  In addition to developing the priority recommendations for the proposed audit that were presented earlier, the committee discussed two other important issues.

  We discussed the possibility and feasibility of our Juvenile Probation Department charging other counties for housing of out of county arrestees in our juvenile hall for more than 48 hours. The Chief indicated that he will be meeting with other juvenile probation department chiefs in the near future, and he will explore what they do. We anticipate that, following his inquiries and other investigation, he will return to our committee with recommendations on this issue.

  We discussed the upcoming budget process. Ms. Magee indicated that the Juvenile Probation Department is already consulting with JPD "inside stakeholders" to determine needs and priorities. It is anticipated that the Mayor's budget instructions, due in early December, will include requested cuts. Commissioner queen proposed that tit might be advantageous for the Department to request an "ideal budget" –one that accurately reflects the Department's hope for funding. Ms Magee indicated that the best approach for responding to a request for cuts is to provide a budget that complies with expressed City needs. This will enable us to maintain control of where the budgeted reductions are to be made. It will also show that we are willing to work with the system to achieve our

ends. Chief Siffermann further suggested that we might gain favor, in the budget process, by highlighting ideas for raising revenues –such as the propose idea of charging other counties for housing their residents. The Department will have a proposed budget ready for Finance Committee review in early January, and the Department will submit the budget by February 21, 2007.

An in-depth review of the Department's fiscal operations was tabled until the next meeting of this committee.

Respectfully submitted: Dirk J. Beijen

- Facilities committee

There was no report

- Ad Hoc committee on performance evaluations

Comm Queen reported that they would be setting up a meeting with the Chief soon.

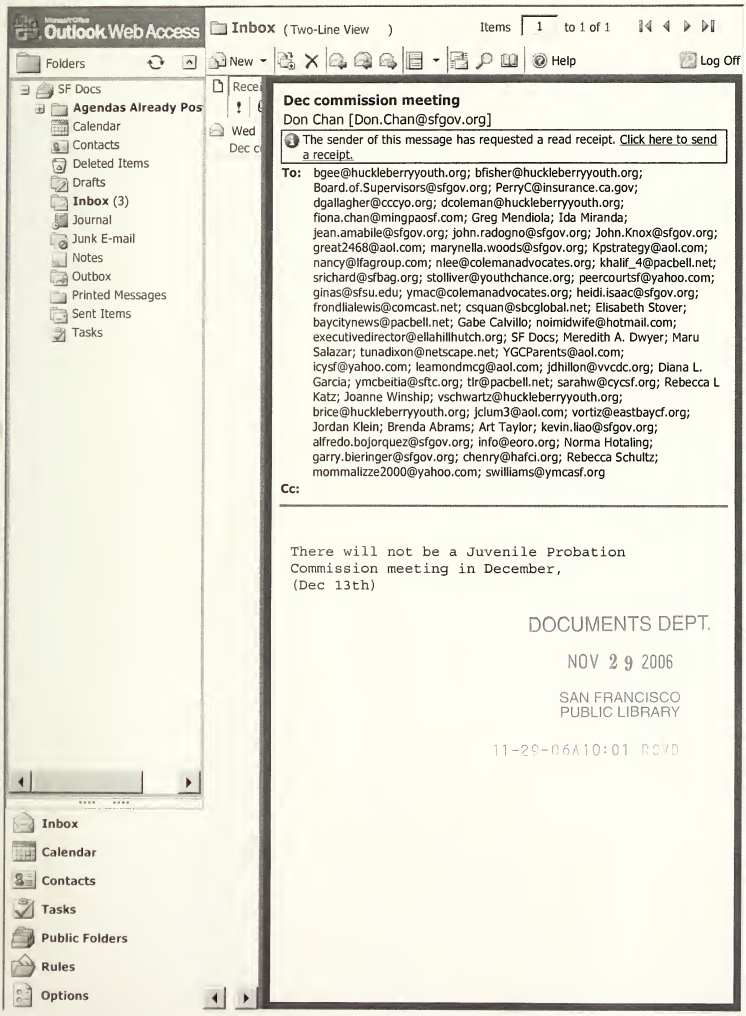
(public comments)
There were none.

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

11. (DISCUSSION) Requests for future agenda items.
Comm Queen asked to have a discussion on the anti-gang injunction.

12. (ACTION) Adjournment
A decision on having a meeting in Dec will be withheld until closer to the date (Dec 13) to see if a need existed for it.
There being no further business, the meeting was adjourned at 6:30pm.

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Dec commission meeting

Don Chan [Don.Chan@sfgov.org]

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Cc:

There will not be a Juvenile Probation Commission meeting in December, (Dec 13th)

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